



**Richfield Joint Recreation District Special Meeting
Communications/Volunteer Committee Meeting Agenda
Thursday, January 15, 2015 at 6:30 P.M.
(Meeting Held at Richfield Village Town Hall, Caucus Room)**



Call to Order

Roll Call

Committee Board Members: Kelly Clark, Donna Skoda, and Bill Taylor

Committee Members: Lucy Hanigosky, Lynn Richardson, and Corey Ringle

Guests: Roy Moore, Pat Norris, Sandy Norris

Business

1. Board Report:

- Speaker from Mill unable to attend
- Girl Scouts/Stano Polo (care taker) has vacated the property (Lucy Hanigosky visited Wednesday as he was moving out. Gave thank you card with contact information and encouraged him to stay in touch. Nick Slifca is a good friend and hopefully will be able to help RJRD reach Stano Polo if necessary.)
- Floyd Ostrowski recommended a soft opening over Memorial Day weekend.
- Richfield Village Council would like the RJRD to consider placing a water tower at Crowell Hilaka. The RJRD Board has not taken a stance on this issue. Some feel this would be ironic as many have fought to save this property with the purpose of preserving land and limiting development and a water tower would invite development.

2. Subdivision Reports

a. Marketing/Public Relations

1. Media Relations – Newsletter (missed deadline will put on website)

- FAQ's for website (Started by Kelly, need to develop)
- Signage for property once transferred!
 - Lucy and Kelly working on “sign” ceremony to remove “Girl Scout” sign and changing to RJRD sign.
 - Create a sign to replace ‘Girl Scout’
 - Work on verbage/imagery.
 - Logo: RJRD does not its own logo's working format.
 - No inkind recognition granted (Pat Norris, please look into). Looking for new design and colors. Will help develop letterhead/stationary. Contact Jenny Austin, Dave Szalay, local schools, and Postnet.

2. Writers – RJRD Brochure! (Waiting for funds to create)

b. Media:

1. Website:

a. Blog Comments:

- Corey Ringle is working on Meeting Blog (Including Promo)
- Lynn Richardson is working on Historical Blog: FoCH Lore
- Name, logo, and disclaimer to still be submitted and approved

b. Contact forms: (List is Growing!)

c. Survey: (Send out via Facebook/Mail Chimp)

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d. Public Ideas

2. Facebook: (Kelly Clark heading)
3. Twitter: (Kelly Clark heading)
4. Blog: (See above)

c. Communications

1. Public Forum Report: Appreciative Inquiry with WRLC, or other, or public forum

- Chris Williams: Recommended by member of OHC. Pat Norris called and confirmed Appreciative Inquiry Consultant/Team Building. Expressed Appreciative Inquiry may be too soon. WRLC price is low and the RJRD would be getting a deal, but had concerned with Kendrick's experience. Ms. Williams is interested in meeting with RJRD (and other interested parties) (free) for work session and planning to create shared vision, priorities, focus, and plan. (www.focusconsultgroup.com)
- Committee recommends RJRD work with Chris Williams
- Donna Skoda casually approached First Energy about involvement.
 - a. Board Proposal - Organizing Event (Under New Business)

2. Guest Speakers for Board Meetings – Schedule

3. Revisit Budget

d. Development

1. Naming Rights Proposal: (Research submitted)

2. Name the Park – Contests: Keep for the time being until we can set up a public forum. (Kelly, after closing)

3. National Registry of Historic Places:

- Lynn Richardson to provide after meeting)

4. Events

- Cabin Fever Tour: Has asked Joe Leslie at WRLC and waiting to hear response
 - Start planning activities: Sell gourmet s'mores? (FoCH researching permits)
 - Asks FoCH to submit a proposal. (Focus on getting outdoors/local)
 - Notify RHS/Linda Fleming and consider hosting both Saturday and Sunday. Addition – Linda Fleming would like to combine the RHS membership meeting with/Cabin Fever.
- Next Open House - Cancelled
 - Need to verify with Joe Leslie
 - Concern about road/do we have access to a plow? (Ralph McNerney/Ohio Engineer School/Tim Luther)
 - Is this spreading ourselves too thin?/Focus on March

• Volunteer Needs:

- Decide what we need and then move forward. Take time next meeting to create list of tasks to be completed. Then assess volunteer needs.

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- Ask Joe to be prepared to discuss insurance on the property.
- Corey Ringle to print list of friends/conservancy groups volunteer lists.

Business

1. Core list of volunteers and management of the needs
 - Need Volunteer with a variety of talents and expertise.
 - Campaign List Absorbed
 - Begin Volunteer Descriptions
2. On-going recruitment strategies
 - Legal, Master Planners, Construction/Project Management, Grant writers, Financial, Administration, Purchase Agreement.
 - Mailer with dates and process to go out to community.
 - Constant Contact Survey Monkey form to be e-mailed.
 - E-mail to all those on the property during open houses.
 - Electronically distribute at Revere School District

4. Old Business

5. New Business

a. Public Forum Planning

b. Propose new meeting dates – 1st & 3rd Thursdays beginning February 5, 2015 (and meet at 7:00pm)

- Pat Norris would like RJRD/WRLC to consider using volunteers to help patrol Crowell Hilaka.

6. Action Items & Agenda Items for Next Meeting See Highlighted

7. Public Comments (None)

Adjournment

Next Meeting January 22, 2015 6:30 pm Caucus Room, Village of Richfield Town Hall.

Respectfully Submitted,

Corey Ringle, on behalf of Kelly Clark, CC Chair