

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

ANDERSON PARK DISTRICT

January 11, 2007

Dale Bartholomew, Vice President, called the regular meeting of the Board of Park Commissioners of the Anderson Park District to order at 6:30 pm at the Park District Headquarters, 8249 Clough Pike. Present were Board Members: Duffy Beischel, Gail Wright, Nadine Gelter. Also present were: Molly McClure, Executive Director; Bailey Martella, Business Director; Ken Kushner, Operations Director; Emily Armstrong, Recreation Director.

PLEDGE OF ALLEGIANCE

AGENDA: Mr. Beischel moved for the Board to approve the agenda. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Ms. Wright, Mrs. Gelter. (4); No: None. The motion carried unanimously.

GUESTS: None.

SPECIAL PRESENTATIONS: Ms. McClure asked if the Special Presentation "2007 Staff Goals" could be moved to later in the meeting so Mr. Bissinger who had a conflicting appointment, could be present.

OLD BUSINESS

Veteran's Park Playground: Ms. McClure and Mr. Kushner reviewed the Veteran's Park final cost report with the Board. It was noted that it came in under budget for equipment and supplies. The final cost of the playground with Park District labor totaled \$74,694.83. Ms. McClure stated that Anderson Hills Kiwanis, who raised a portion of the funds, is planning a spring "Grand Opening" of the renovated playground. She also stated that Kiwanis had indicated they would continue to raise funds to offset some of the additional monies provided by the anonymous donor.

T-Mobile Contract: Ms. McClure noted that Mr. Bissinger had done an excellent job reviewing and amending the contract sent by T-Mobile. She advised that she had sent the changes to T-Mobile and spoken to their representative but had not received their changes or comments.

Firehouse Fields: After reviewing the cost estimates for the limited renovation to the Firehouse fields the Board asked Ms. McClure to notify Dr. Henry Dolive, Township Administrator, that the park district would be removing the backstops and making other smaller repairs to the facility. Ms. McClure stated that she would contact Dr. Dolive.

RecPlex and Recreation Department Reports: Mrs. Armstrong presented the Board with 2006 Final RecPlex and Recreation Department programming and event reports. Questions and a brief discussion followed.

Food Service Report: Mrs. Martella presented the revised “same store” comparison for the 2005-2006 Food Service report. A brief discussion followed.

Johnson Park Water Damage: The Board reviewed the preliminary claim report as provided by the HAS Claims adjuster. Mrs. Martella advised the Board that this was only the first draft and that she had contacted HAS Claims concerning the method of payment the District could expect for this claim. She stated that there are a few options for payment that range from the company paying a contractor directly to complete the work to a cash settlement, which doesn’t include the cost of our labor. At this time it is undetermined which method of payment would be best or what the final claim amount will be. Mr. Kushner stated that he is in the process of acquiring estimates for certain aspects of the repairs and will be speaking to both our agent and adjustor for deriving the most equitable settlement process.

NEW BUSINESS

2007 Budget: Mr. Beischel moved for the Board to approve the **2007 Budget** as presented by Mrs. Martella. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright (4), No: None. The motion carried.

Resolution 2007-01: Mrs. Gelter moved for the Board to approve **Resolution 2007-01 – the Annual Appropriation Resolution**. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4), No: None. The motion carried unanimously.

Resolution 2007-02: Mr. Beischel moved for the Board to approve **Resolution 2007-02 – Certificate of All Resources Available for Expenditures and Balances**. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4), No: None. The motion carried unanimously.

Fundraising Event: Ms. McClure gave a very brief overview of the proposal for a major fundraising event from JP Productions. This proposal is the result of several meetings. After a discussion it was decided that the District would plan a smaller more intimate event to thank and recognize our donors and significant volunteers. It was noted that a smaller gathering would be a wonderful opportunity to identify and include other potential “Friends of the Park”. Ms. McClure said she would contact Julie Raleigh, of JP Productions, and thank her for her proposal but also let her know that a large event may take place in the future however currently the direction will be on a much smaller event.

REQUEST FOR APPROVAL

Annual Purchase Orders:

Mr. Beischel moved to approve the following 2007 Annual Purchase Orders as follows:

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|---------------------------------------|--------------|
| Fifth Third Bank, Equipment Lease | \$ 86,486.00 |
| Cincinnati Water Works | \$ 16,000.00 |
| Duke Energy, Park Wide Gas & Electric | \$ 55,000.00 |
| Hylant Maclean, Liability Insurance | \$ 30,000.00 |
| Fifth Third Bank, 1997 Bonds | \$113,775.00 |
| U.S. Bank, 1998 Bonds | \$ 94,175.00 |
| Fifth Third Bank, 2002 Bonds | \$387,637.00 |
| Beech Acres RecPlex | \$ 53,018.00 |
| Hamilton County Sheriff's Department | \$ 75,000.00 |

Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bartholomew, Mr. Beischel, Ms. Wright. (4); No: None. The motion carried unanimously

Training Request: Ms. Wright moved to approve 3 training and related expenses as requested by Ms. McClure as follows:

- 1) OPRA Annual Conference
- 2) NRPA – Mid Year Forum
- 3) American Management Assn

Mr. Bartholomew seconded the motion. Voting: Yes: Ms. Wright, Mr. Bartholomew, Mrs. Gelter. (3), No: Mr. Beischel (1). The motion carried

OPRA Board Development Institute: Mr. Bartholomew asked Ms. McClure to make a reservation for him for the Board Development Institute to be held in Cleveland in February. Ms. Wright stated that she could not make a commitment for the Institute but would contact the office if she were able to arrange her schedule to allow her to attend.

Grant Request Update: Ms. McClure reviewed the updated grant request chart with the Board. Mr. Beischel and Mrs. Gelter suggested that more detail should be included on the chart to indicate the status of the grants that appear each month in the on-going research column and perhaps indicate certain categories by highlighting with color. Ms. McClure stated that staff would work on changing the format to make this report more readable and easier to understand.

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:

Mr. Beischel moved for the Board to approve the **December 2006** Financial Reports and Authorized the Expenditures as presented by Mrs. Martella. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bartholomew, Mr. Beischel, Mrs. Gelter, Ms. Wright. (4); No: None. The motion carried unanimously.

APPROVAL OF MINUTES: Mrs. Gelter moved to approve the minutes of the **December 13, 2006** meeting. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Ms. Wright, Mrs. Gelter (4) No: None. The motion carried unanimously.

SPECIAL PRESENTATION: Ms. McClure gave a short presentation outlining the 2007 Staff Goals as set by the Board of Park Commissioners. (Copy of the presentation is attached).

BEECH ACRES PARK PLAYGROUND: Ms. McClure suggested the Grand Opening of the Beech Acres Park Playground should be scheduled in the later part of June. Staff advised it will be a challenge to have the playground complete by that time but will do their best to meet the board's objective. A family-style event is in the planning stages to properly celebrate this important accomplishment.

At 8:30 p.m. Mr. Beischel moved to adjourn their regular meeting and move into Executive Session to discuss personnel issues. Mrs. Gelter seconded the motion. Voting; Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright, Mr. Beischel (4); No: None. The motion carried unanimously

At 8:50 p.m. Mr. Bartholomew moved to adjourn the Executive Session and reopen their regular meeting. Ms. Wright seconded the motion. Voting: Yes: Ms. Wright, Mr. Bartholomew, Mrs. Gelter, Mr. Beischel (4) No: None. The motion carried unanimously.

At 8:52 p.m. there being no further business to be brought before this Board, Mr. Beischel moved to adjourn the meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bartholomew, Mr. Beischel and Ms. Wright. (4) No: None. The motion carried unanimously.

Submitted by,

Bailey H. Martella
Business Director

Dale Bartholomew

Duffy Beischel

Nadine Gelter

Gail Wright