

**MINUTES OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING**

**8:00 a.m.
August 21, 2012**

**2355 Ada Road
Lima, OH 45801**

MINUTES

The meeting was called to order at 8:00 a.m. by Chairman, Nancy Steiner. Present was Commissioner, Bob Antibus, Kevin Bruin; Foundation Trustee, John Hoffman; Staff, Bob O'Connor, Chris Fetzer, Vince Sarno; Director, Kevin Haver; Legal Advisor, Dale Vandemark; and Recording Secretary, Denise Graham.

Bob Antibus moved that the minutes for the July 17, 2012 meeting be approved as submitted. Kevin Bruin seconded. The motion passed.

All three Commissioners commented on how nice the parks looked and how busy they were when they visited them.

Kevin Haver reported the following:

- Two sets of interpretive signs have come in. One set is for Kendrick Woods and was paid for through a grant from the Lima Rotary Club. The second set is for Lippincott Bird Sanctuary and was paid for through a donation from Husky.
- The dentist office located at Shawnee Road and Bluejacket Court still has questions about the approach of the easement for the Riverwalk. Currently working to resolve the questions so that expansion can move forward.
- Kevin submitted a grant application for the band shell at Ottawa Metro Park. Kevin should know in about 6 months if the Park District is awarded the grant.
- Kevin has been spending a lot of time on Foundation work and state audit issues.
- Julie Nunley sent a donation of furnishings from Ann Lauer's estate.
- The Allen County Bicycle and Pedestrian Task Force is up and running in Lima/Allen County.

Bob O'Connor reported the following:

- On July 21, the YMCA held their annual triathlon at Ottawa Metro Park. There were 250 participants with approximately 1000 in attendance.
- On August 7, the Park District, in conjunction with Shawnee Twp. Police Department, held National night out at Heritage Park. Ray's Supermarket provided free food, local churches provided balloons and tattoos for kids, 2 local bands performed, as well as a 5 k run/walk, etc. Attendance of 1500-2000.
- On August 18, there was a bicycle crash on the bridge crossing the railroad track west of Roush Road. The female rider fell and broke her collar bone.
- On August 17, Rich had an interview with the Delphos Herald at Kendrick Woods. The article was in Saturday's paper.
- On August 20, Bob helped at the fishing derby held at the Allen County Fair. There were approximately 200 kids with 195 fish caught.

Vince Sarno reported the following:

- Painted restrooms at Teddy Bear, Heritage Park and Ottawa Metro Park.
- Trail maintenance was done at all of the parks after the wind storm.
- Water line leaks were repaired at Teddy Bear Park and at the office
- Currently painting restrooms at Kendrick Woods and Fort Amanda, mowing, removing trees at Motter Metro Park.

Chris Fetzer reported the following:

- The amphitheater programs this summer have averaged 70 in attendance. There were 170 people at the magician's performance. The Park District had a float in the Allen County Fair parade on August 18. The Twilight 5k Run/walk is September 22 and Apple Festival is September 29 & 30.

Old Business

- Kevin Bruin moved that the July 2012 Monthly Budget Update be approved as submitted. Bob Antibus seconded. The motion passed.
- Bob Antibus moved that the July 2012 Bills be approved as submitted. Kevin Bruin seconded. The motion passed.

New Business

Nature Photography Workshop presentation:

- John Hoffman presented to the Park Board of Commissioners a proposal for their approval of a weekend nature photography workshop. The purpose of the workshop would be to raise money and awareness of the Park District Foundation. The concept originated from the John C Campbell Folk School. The John C. Campbell Folk School has over 860 weeklong and weekend classes each year with 49 different subjects and is a cash cow. John believes there are many possibilities for something similar in the future at the Lauer Historical Farm. John would like to include in the tuition cost the cost for a campsite at the campground. A discussion took place regarding campsites. Kevin and staff reiterated the "first come – first served" policy regarding the campground and the problems that will be faced by staff if the Board breaks their own policy. Kevin Haver indicated to John that he would like an itinerary of the weekend as to know when staff or volunteers would be needed. John indicated that the meals would be prepared by his wife. Staff would need to open, close, clean and reset the McElroy Center on Friday night and again on Saturday. Transportation was briefly discussed regarding transporting participants to different park locations. The Commissioners indicated to John that they would like a little time to discuss the proposal before making a decision and would do so later during the Board meeting.

Nancy suggested that the Commissioners move ahead on the agenda to the resolution so staff could leave the meeting and a break could be given if so desired. The Commissioners agreed.

Resolution 9-2012 was presented to endorse the creation of the Allen County Bicycle and Pedestrian Task Force charged with making the Lima/Allen County region more bike and pedestrian friendly. Bob Antibus moved that Resolution 9-2012 be accepted as presented. Kevin Bruin seconded and the motion passed. Many agencies are involved with the Task Force and several committees have been formed. Over 60 people have been attending the meetings and it is a volunteer effort. Ben and Kevin have been representing the Park District. The task force has been modeled after the Miami County Trails Task Force.

A discussion resumed regarding the proposed Nature Photography Workshop. Kevin Haver expressed concern that the timing is very hard on the staff with so many other events taking place this fall. All 3 Commissioners indicated that they would like the workshop to take place if possible, but without breaking the policy regarding campground reservations. Nancy said she would like to see the Park District Foundation's name on all of the advertising. Kevin Bruin made motion to approve the proposal. Bob Antibus seconded. The motion passed. A 10 minute break was given.

The Board meeting resumed with the next item on the agenda, Foundation Discussion.

- Kevin Haver posed the question to the Commissioners, Do we want to remain as we are or expand and become aggressive with fundraising? Kevin Haver said he has been working researching information on Foundations and contacted Geauga County Park District and the Lima Community Foundation. Geauga County Park District Foundation requires their Board members to do fundraising. They have 18 Board members with 2 full-time and 2 part-time paid employees. Their fundraisers include use of the park staff. Kevin wasn't sure as to how that works out for them. Kevin met with Susie Crabtree of the Lima Community Foundation (LCF). The LCF doesn't do any fundraising. Some of the benefits of the LCF would be that they will prepare the IRS Form 990, the Foundation may not be audited by the state auditor any longer, and time reduction since they would pay the bills for us. The downside is the annual fee of 1 ½ % of assets (\$37,500). Kevin Haver discussed expansion of the board and how difficult it has been to expand to 7 let alone expanding to 9 without including the Commissioners in the total. Kevin Bruin indicated that if we continue the way it is now we wouldn't need additional members. Kevin Haver explained that it has come to a breaking point for the staff with additional responsibilities and expectations. The quality of work and professionalism will suffer if additional duties are continually added. Expectations need to be pro-rated. Bob Antibus stated that a capital campaign is needed to make the Lauer Farm happen. The more people on the Board the higher the expectations. Additional staff would have to be hired by the Foundation. Nancy Steiner stated that she finds it hard to ask people for large sums on money. Kevin Haver stated that a fundraising specialist would need to be hired to do this. Nancy indicated that she is very willing to ask for Friends of the Park memberships and also ask for more from those already donating. Kevin Bruin indicated that he was not comfortable with expanding the Board. Kevin Haver asked the Commissioners to convey to the Trustees what the expectations are and how the Foundation should be operated. Nancy Steiner stated that all members need to speak with one voice, prioritize the Foundation's efforts, and build an endowment. Kevin Bruin asked if a band shell was going to be a project of the Foundation. Kevin Haver indicated that he had presented the idea to the Foundation Board earlier in the year and no action was taken nor was any money raised by the Board of Trustees. Kevin will pursue grants for the facility.

- It was determined that the Board of Park Commissioners will need to advise the Foundation Trustees at the October Board meeting of the following decisions: the Foundation will not expand or replace Trustees at this time; reinforce what is expected from the Trustees and staff; all Board members should agree to solicit to friends, family & business contacts for Friends of the Parks memberships; and the Foundation will not pursue joining with the Lima Community Foundation.

With no further business, at 11:00 a.m. Kevin Bruin made motion to adjourn. Bob Antibus seconded. The motion passed.

The next Board meeting is scheduled for Tuesday, September 18 at 8 a.m.

Nancy R. Steiner
Chairman

Kevin L. Haver
Director-Secretary