

MINUTES

Recreation Commission

City of Willoughby Hills

September 6, 2017

CALL TO ORDER: 7:00 PM
PRESENT: Lynn Hallum, Chairman; Jim Walsh, Vice-Chairman; Jeanne Kaston;
Joseph Jarmuskiewicz; Dee Germano;
ABSENT: Sandy Grubiss and Kristina Zeleznik
ALSO PRESENT: Nancy Fellows, Laura and Marianne Sinkko, Clerk

DISPOSITION OF MINUTES OF July 12, 2017

MOTION: Joe Jarmuskiewicz moved that the Commission approve the minutes
Seconded by Dee Germano
Roll call vote: Ayes unanimous w/ one abstention
Motion passes 4/0

CORRESPONDENCE

07/14/2017 Email from Gloria Majeski RE: WHBL Insurance
07/14/2017 Email from Denise Edwards RE: 7/13/17 Blood Drive
07/14/2017 Email from Gloria Majeski RE: Mayor's Memo to All Fire Department Personnel for
Posting Re. Fire Department Leadership
07/18/2017 Email from Gloria Majeski RE: Willoughby Pool Pass Subsidy
07/19/2017 Email from Denise Edwards RE: Mayor's Memo to All Fire Department Personnel for
Posting Re. Fire Department Leadership
07/19/2017 Email from Denise Edwards RE: Community Center Open House 9/26/17 Meeting Notes
(7/17/17)
07/20/2017 Email from Denise Edwards RE: Motuza Bench
07/21/2017 Email from Denise Edwards RE: Captains Game 7/22
07/24/2017 Email from Denise Edwards RE: Unity Day meeting to be posted
07/24/2017 Email from Denise Edwards RE: Safety Town Recap
07/24/2017 Email from Denise Edwards RE: Mini Golf
07/25/2017 Email from Denise Edwards RE: WH Recreation Commission Subcommittee Meeting for
the planning of Unity Day scheduled for August 3, 2017
07/26/2017 Email from Denise Edwards RE: Open House Flyer
08/01/2017 Email from Denise Edwards RE: Pancake and French Toast Batter
08/02/2017 Email from Denise Edwards RE: Sanctioning Paper

08/02/2017 Email from Denise Edwards RE: WH Recreation Commission Subcommittee Meeting for the planning of Unity Day scheduled for August 3, 2017

08/03/2017 Email from Denise Edwards RE: Sanctioning

08/04/2017 Email from Lynn Hallum Re: Unity Day meeting to be posted

08/04/2017 Email from Denise Edwards RE: Unity Day Meeting - Follow Up

08/07/2017 Email from Lynn Hallum Re: Unity Day Meeting - Extra signs

08/08/2017 Email from Denise Edwards RE: Captain's Recap

08/08/2017 Email from Denise Edwards RE: Unity Day Inventory

08/09/2017 Email from Denise Edwards RE: Volunteers Needed - WH Community Unity Day on Saturday, 9/9/17

08/10/2017 Email from Denise Edwards RE: 2016 Unity Day Site Plan

08/11/2017 Email from Denise Edwards RE: Job Transition

08/14/2017 Email from Gloria Majeski RE: Meeting Notification: Working Committee of Council Meeting - Thursday, August 24, 2017

08/14/2017 Email from Denise Edwards RE: Open House Sign

08/18/2017 Email from Denise Edwards RE: Unity Day meeting reminder

08/18/2017 Email from Gloria Majeski RE: Contact Information for Councilwoman Pizmoht

08/21/2017 Email from Denise Edwards RE: Meeting for Open House

08/23/2017 Email from Denise Edwards RE: Upcoming Event

08/23/2017 Email from Denise Edwards RE: Willoughby Hills Unity Day

08/25/2017 Email from Denise Edwards RE: Crack Jack and Company - Balloon Artist

08/25/2017 Email from Denise Edwards RE: Willoughby Hills Recreation Commission Subcommittee meeting for the Open House

08/29/2017 Email from Lynn Hallum RE: Unity Day meeting reminder - Meeting tonight

08/29/2017 Email from Lynn Hallum RE: Unity Day meeting reminder - Meeting minutes

08/30/2017 Email from Denise Edwards RE: Touch A Truck

08/30/2017 Email from Denise Edwards RE: Church Bulletin/Announcements

08/30/2017 Email from Denise Edwards RE: Willoughby Hills Upcoming Events

09/05/2017 Email from Denise Edwards RE: August 2017 Community Center Reports

09/05/2017 Email from Denise Edwards RE: 2017 Sanctioning letter

09/05/2017 Email from Denise Edwards RE: Recreation Commission Meeting 9/6/17

09/06/2017 Email from Kyle Overmyer RE: Garage Sale Day Recap

09/06/2017 Email from Kyle Overmyer RE: Recreation Commission Meeting September 6, 2017- Recreation Coordinator's Report

06/06/2017 Email from Frank Brichacek: 460 Fund Reports

COUNCIL REPRESENTATIVE'S REPORT Lynn Welcomed Laura as the new council spokeswoman. Laura advised that she does not have a vote at the Recreation Commission. Nancy mentioned the new city ordinance regarding the use of city property, specifically The Grange. When asked if the Council needed any assistance from the Recreation Commission, Nancy stated they did not at this time.

RECREATION REPORT Joe Jarmuskiewicz read the report in the absence of a recreation director.

- **Sports Programs**: Flag football is underway. Basketball is getting set up for registration. Joe stated that all youth sports will soon fall under the same name:

Youth Sports League. There is also discussion surrounding starting a travel league to keep players from enrolling outside of Willoughby Hills.

- **Pancake Breakfast:** Date is March 10, 2018. Still looking for someone that will make the pancake and French toast batter.
- **Eggstravaganza** First meeting scheduled for November 6, 2017 @ 6:30 PM at the Community Center
- **Safety Town** Total expenses are \$1168.05 versus \$1239.71 compared to 2016. Jim Vitale, Craig Anderson, Julie Ann Lisi, Patty Heller and I worked on the pre-planning for the Safety Town schedule this year. Dr. Dennis from the Animal Hospital Inc. of WH spoke on bite safety. Goldfish Swim School provided a new fun and educational water safety class. Lori Cook from AAA provided classes on auto and bike safety - each child's helmet was properly fitted and given to them at graduation. Peterson Willoughby Eastlake Transportation Department provided a bus and driver for the bus safety portion of the program. Age appropriate internet safety created and taught by Zeljana Opacak. New for 2017: Mentor Fire Department's water safety is no longer able to offer their water safety classes to us. Patty Heller was able to contact and schedule Goldfish Swim School this year at last minute. It is a great addition to the sessions. Thank you to Elaine Craine's donation of \$3,000.00 for Safety Town that she renewed and will be spread over the years of 2016, 2017 and 2018.
- **Captain's Game Day** Thank you to the Captains: The Captains offered special promotions and pricing for Willoughby Hills residents who used the order form to purchase their tickets and vouchers in advance. Willoughby Hills Softball or Baseball players received a free ticket. This is the first time they allowed us to have the event on a Saturday night. This is a great event put on for the City at no cost to us. Advertising included the flyers/order forms provided by the Lake County Captains, The City of Willoughby Hills Newsletter sent to the residents, the Community Channel, the Recreation website and Facebook, on the 3-fold brochures handed out at our events. The flyers were on the baseball/softball registration table during the pancake breakfasts. Flyers were given to the concession stand to handout. An email reminder was sent to the parents from both leagues prior to the event. Both leagues paid for 5 each player to participate in the Field of Dreams. Players were chosen by drawing. Thank you to Gloria Majeski, Jim Walsh, and Dee Germano for spending time at the Willoughby Hills table on the main concourse. We handed out suckers and promoted the WH Community Garage Sale Day, Corn Fest Concert and the Unity Day Event. I will work with Nick from the Captains to find
- **Garage Sale Day** Total expenses equal \$71.38. The list of garage sales registered with us were on our website and printouts along with the City map were on the Community Center table outside of the Recreation office. City Hall also distributed copies. It was nice to see that other residents that were not on the list took advantage of the advertising and had a sale. Advertising was done on Radio WINT 1330AM, the website, Community Center Bulletin Board and Table, our 3-fold flyers handed out at our events, flyers were handed out at the WH Community Day at the Captain's game 7/22/17, the Community Cable Channel, the Willoughby Hills Recreation Facebook page, Craig's List, signs, church bulletins, the News Herald & their website.

- Open House Jim stated that he is still waiting on a response from the food vendors, but snacks will be available. Everyone agreed the sign looks very nice.
- Unity Day Per Lynn the DJ and inflatables are confirmed and the VFW is set to provide food to the first responders. Jeanne will be selling tickets to the 50/50 raffle. There will be an 11:00 AM ceremony dedicated to 9/11 first responders.
- Community Center & Rental Report Profits are at an increase compared to 2016

460 FUND Reports available from April through August, the last of which was still a draft. The most recent unencumbered balance is \$48,652.37

UNFINISHED BUSINESS There are no groups on the agenda for sanctioning approval.

- Recognition for Tom and Bea Horvath No details other than naming the concession stand. Need to verify whose jurisdiction that would fall. Lynn will reach out to the president of the sports league.
- The Rick Motuza Memorial The dedication was done at the CornFest Concert on August 9, 2017 at the community center.
- Concession Stand at Roemisch Field No updated regarding ADA compliance. Lynn will follow-up with Jeff or Paul.
- Tennis Courts/Pickleball Courts The resurfacing of the tennis courts is scheduled for the end of September.
- The Roemisch Field Carving The carving needs to be resealed every year. Lynn will follow-up with Mark Grubiss and Denise Edwards regarding sealer.
- New Bleachers Lynn wants to purchase one set of main bleachers for the U8-U10 fields, or the backfield. There have been several comments from parents regarding this issue. The insurance and safety requirements need to be met.
- Other None.

NEW BUSINESS

- Pool Pass Subsidy Enrollment was down from last year. Lynn suggested this may be due to school starting earlier and Laura suggested that it could result from Y members having access to the Eastlake City pool and the YMCA Perry pool.

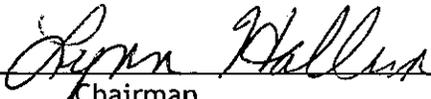
PUBLIC PORTION 7:38 PM open/None/7:39 PM closed.

ADJOURNMENT

Meeting adjourned at 7:39 PM by Lynn Hallum



 Clerk



 Chairman

Date approved: 10-4-17

Note: Meetings of the Recreation Commission are recorded and recordings are public record.