

MINUTES
Recreation Commission
City of Willoughby Hills

October 2, 2013

CALL TO ORDER: 7:02 pm
PRESENT: Chairman, John Plecnik; Vice-Chairman, Dan Philipp
Barbara Araps, Dee Germano, Lynn Hallum, Joseph Jarmuszkiewicz, Laura Lenz
ABSENT: Jeanette Nelson, Gloria Majeski, David Pawar, Council Representative Christopher L. Biro
ALSO PRESENT: Recreation Coordinator Denise Edwards
Joan Motuza, Clerk

DISPOSITION OF MINUTES OF SEPTEMBER 4, 2013

MOTION: Dan Philipp moved that the Commission approve the minutes as submitted.
Seconded by Dee Germano
Roll call vote: Ayes unanimous
Motion passes 7/0

CORRESPONDENCE

E-mail 9/19/13 Meeting Notification – Recreation Committee of Council – 9/23/13 – establishing rates for use of Gazebo located at Veteran's Memorial Park.
9/20/13 From City Music – Celebrate a New Season with CityMusic Chamber Orchestra
9/24/13 from Gloria Majeski - List of volunteer groups who benefited for the 9/12 Color Run.
9/24/13 To The News Herald – meeting notification
9/26/13 From Coordinator Edwards to Commission – request for volunteers for October 12th Craft Show and October 26th Halloween Party
9/30/13 To 2013 sanction recipients of Community Center usage– 2014 application form

Reports:

Community Center Report – September 2013
Flea Market Final Report
Flea Market Survey
460 Fund Report – September 2013
Corn Fest - Wrap Up Meeting Minutes of 9/25/13
2013 Comments for Wrap Up Meeting
2013 Corn Fest Income/Expense Summary

Minutes: Recreation Committee of Council 9/23/13

Flyers: Christmas Card Lane 2013 – General & Renewal Information

COUNCIL REPRESENTATIVE'S REPORT

Not present.

RECREATION REPORT

Coordinator Edwards reported that we have a **Facebook account: Willoughby Hills Recreation Sports Programs**. **Basketball** registration has begun. Approval for flyer distribution through the schools was received from Willoughby-Eastlake Board of Education and flyers will be distributed next week Football. Joe Jarmuszkiewicz reported that we are in the fifth week of football with one more week until playoffs.
Flea Market Final Report and Survey – 8/1/13. Final survey reviewed – both negative and positive comments. There is discussion as to whether or to continue the flea market. Coordinator Edwards suggested that, if it is decided not to continue the flea market, consideration be given to a Spring Craft show.

Color Run -9/21/13. AFS donated left over water to the Food Bank. It was suggested that future runs have trash barrels along the route. Coordinator Edwards reported on information that Gloria Majeski provided. The following volunteer groups benefited from the run:

AFS - \$660
All Saints - \$1276
Corn Fest - \$2420
First Covenant Church - \$528
WH Lions - \$176
South Band - \$220
SPEA (Suicide Prevention Educational Alliance) - \$176
University School - \$220

We have yet to see what the charity receives or how much they receive for their efforts.

Craft Fair – 10/12/13. Very popular. We have 65 vendors and a waiting list of 20 vendors for this show, with 40 vendors already requesting space for fall 2014. Vendors have expressed interest in a spring show. Denise has March 29 on hold if it is decided to have a spring show in addition to the fall show. Event has been promoted in The News-Herald. Advertising has also been done in Family Fun magazine which is distributed via students at local schools and those in surrounding communities. Flyers are going home through the schools. Admission to the event is free. Monica Ciszewski who is working with the USO will be at the door collecting items of need for our soldiers. Anyone who brings in a donation will receive a raffle ticket. Those who do not bring donations will be requested to complete a survey. Doing this will track the traffic.

Halloween Party – 10/26/13. Andrews Osborne Academy, as a service project, will be setting up the Community Center for the Halloween Party on Friday, October 25. **Breakfast with Santa – 12/1/13.** Changes made this year. Due to no shows, advance payment and registration will be required

Christmas Card Lane – 2013. Renewal letters have been mailed. Letters will also be sent to all Willoughby Hills businesses.

Winter Fest – Dan Philipp will handle this event. He requested that the Commission formally appoint a committee to tie in Christmas Card Lighting ceremony.

Community Center Report. A slight increase in income from last year.

Corn Fest Gloria was not present but submitted an informational report which was reviewed by the Commission. The report of the Corn Fest Committee indicates that they are seriously thinking about changing the format. Lynn Hallum who was at the wrap up meeting reported that Gloria advised that the executive committee had met and had settled upon not doing the corn fest at all but doing a series of summer concerts on Wednesday nights incorporating the fireworks in the last concert. Lynn was unclear as to how solid it is to go with the concerts. A survey will be in the January City Newsletter asking residents for feedback as to what they want. We need to decide why we have events. Are we trying to get our community together? Are we trying to get other people into our community? What's the purpose? During discussion about the possibility of using Campbell Park for a community event it was pointed out that the grills are deteriorating. Dan Phillip stated that a plan could be put in place to replace or repair the grills over a period of time.

460 FUND

CAPITAL PROJECTS FUND FOR THE ENHANCEMENT AND IMPROVEMENT OF RECREATIONAL LANDS AND FACILITIES

Fund Balance 9/30/13 = \$26,634.12.

Note: No funds are encumbered.

Chairman Plecnik advised that the Finance Director transferred profit from the 2013 Flea Market prior to authorization request from the Commission. However, a motion to transfer the \$664.00 is needed.

MOTION: Barb Araps moved that the Commission request that the \$664 profit from the 2013 Flea Market be transferred to the 460 Fund. Second by Lynn Hallum.

Roll call: Ayes unanimous

Motion passes 7/0

UNFINISHED BUSINESS

Report of Program Review Committee. Meeting is needed to discuss. Anyone interested please contact Denise.

2014 Event Dates. Not yet determined.

NEW BUSINESS

MOTION: Joe Jarmuszkiewicz moved that the Commission appoint Dan Phillip as chairman of the Winter Fest Committee and to set up meetings of the Committee. Seconded by Dee Germano

Roll call: Ayes unanimous.

Sanction Request

North Coast Lions Club submitted by Linda Fulton. Chairman Plecnik invited Linda Fulton to come forward to explain their request. Not paying the fee will increase the amount of money they are trying to raise. Lions are the #1 service organization in the world. Dan Philipp questioned whether or not there is a direct benefit to Willoughby Hills' residents. Linda stated that the majority of members in North Coast Lions are Willoughby Hills' residents. Currently they service the communities of Wickliffe, Eastlake, Willowick, Timberlake and Lakeline. They have served the community of Willoughby Hills in the past and would be happy to help out in the future if asked.

MOTION: Lynn Hallum moved that the Commission approve sanction to the North Coast Lions Club.

Seconded by: Laura Lenz

Roll call: Ayes with one abstention.

In accordance with our Ordinance, we are approving them for the entire year of 2014. They have stated that it is their intent to make a request for only the one event. It is expected that groups will act in good faith and do as they state.

Gazebo. Coordinator Edwards advised that she was invited Council's Committee of Recreation meeting at which she was asked to give them her ideas and concerns regarding the rental of the gazebo. The Recreation Committee of Council requested that she put together a generic contract including with rental stipulations for their review. Denise is also working with Council to define our prime seasons - April through October.

PUBLIC PORTION

Linda Fulton – Commented on Florine's dedication for making money for the **Gymnasium Fund.** Linda would like to know what is happening with the Fund. When the Community Center was approved by the voters it was in conjunction with a gymnasium – which has never transpired. What is the current amount in the fund? Look into grant money. Some members of the Commission were not aware of this fund. Chairman Plecnik requested that Coordinator Edwards provide an update on the Fund at the next meeting. She also asked for an update on the **bocce courts**

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~~Sheryl Oda~~ – Wanted the Commission to know that the City recently purchased properties adjacent to City Hall.

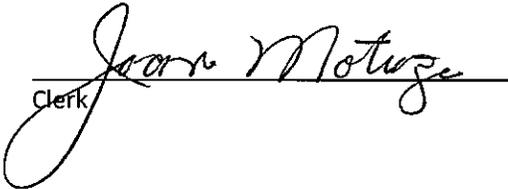
ADJOURNMENT

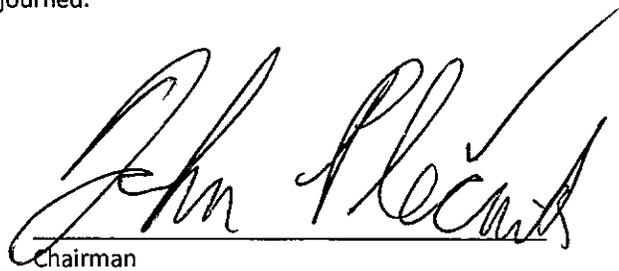
MOTION: Lynn Hallum moved that the meeting be adjourned.

Seconded by Joe Jarmuszkiewicz

Voice vote: Ayes unanimous

Meeting adjourned at 8:10 pm.


Clerk


Chairman

Date approved: November 6, 2013