

**MINUTES**  
**Recreation Commission**  
**City of Willoughby Hills**

January 4, 2011

CALL TO ORDER: 7:02 pm  
PRESENT: Jeanette Nelson, Vice-Chairman  
Barbara Araps, Gloria Majeski, David Pawar  
ABSENT: Rick Helton, Joe Jarmuszkiewicz, Council Representative Nancy Fellows  
ALSO PRESENT: Mayor Weger, Joan Motuza, Clerk

**CORRESPONDENCE**

12/8/10 To Mayor Weger – Commission recommendation of \$1000 donation to City Music from unused portion of 2010 budget.  
12/8/10 To Finance Director Mirtel, from Mayor Weger – Requesting check be sent to City Music  
12/8/10 To Finance Director Mirtel, from Mayor Weger – Requesting transfer of 2010 Craft Show profit (\$2826.85) to 460 Fund.  
1/13/11 email to News-Herald – Meeting Notice

REPORTS: Christmas Card Lane – 2010 Recap  
Christmas Card Lane Lighting Ceremony – 2010 Recap  
2010 Breakfast w/Santa – 2010 Final Report  
2010 Santa Shop – List of Items purchased, indicating those that did not sell  
2010 Boys Baseball Recap  
Garfield Property Soccer Field Plan – Presented to the Rec Commission by Mayor Weger at the meeting  
MISC: List of 2010 Halloween Coloring Contest Winners

**2011 ORGANIZATION**

Prior to the meeting David Pawar accepted reappointment and was sworn to a three-year term ending in 2013. Tony Fistek declined reappointment. Mayor Weger advised that he had contacted Dan Philipp and that Mr. Philipp stated that he would like to serve on the Recreation Commission and would accept chairmanship of the Commission. However, due to previous plans, Mr. Philipp could not attend this evening's meeting. Acting Chairman Nelson suggested that since we had a potential chairman, we postpone election of a chairman until the February meeting. Gloria Majeski suggested that we also postpone the election of a vice chairman. The Commission concurred. Election of Chairman and Vice Chairman will be put on the February agenda.

**DISPOSITION OF MINUTES OF DECEMBER 7, 2010**

**MOTION:** Gloria Majeski moved that the Commission approve the minutes as submitted.  
Seconded by David Pawar  
Roll call vote: Ayes unanimous  
**Motion passes 4/0**

**COUNCIL REPRESENTATIVE'S REPORT**

Council Representative Fellows had advised that she would be out of town. In Nancy's absence, Gloria Majeski volunteered to report on the meeting of the Recreation Committee of Council which was held on December 20, 2010. The purpose of this meeting was to determine hourly rates for the Community Center. Gloria provided an overview of her input to the Committee. Auditor's want fixed prices. No security deposits will be waived in the future. Employee discounts will be discontinued as a 1099 would be required.

**RECREATION REPORT**

**2010 Boys Baseball** The Boys League is now part of the City function. Program went well and came close to the break even cost. Registrations came through the City with expenses coming out of the City as well. The League ordered what they needed and turned it into the City for payment (from the money received via registrations.) If expenses exceed the amount that the City collects, the Boys League will give the City payment. **Christmas Card Lane Lighting Ceremony.** Total expenditures were \$69.47. **Christmas Card Lane.** 57 signs were displayed with a profit of \$875.00. **Breakfast with Santa.** Breakfast Income - \$1479, Expenses \$1280.01, Profit = \$218.99. 261 adults and 231 children attended the Breakfast. 46 volunteers were present and were provided a free breakfast. Based on a total attendance of 538, cost per breakfast was \$2.34 per person. Left over Sausage and Syrup will be used in March. **Santa Shop.** Income from Santa Shop was \$620 – Expenses, \$417.78 – Profit = \$202.22. Unsold gift will be used in 2011. **2011 Pancake Breakfast.** Information was published in the last City Newsletter. Tickets will be available for sale in February.

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

12/31/10 Report not available.

11/30/10	Fund Balance including allocated interest	\$34,066.98
	Pending: Transfer of Craft Fair Profit approved by Council Ordinance. (\$2,826.85).	
	Transfer of Profit:2010 Breakfast with Santa	
	2010 Santa Shop	
	2010 Christmas Card Lane	

Note: Released from Fund at Special Meeting of the Recreation Commission June 9, 2009, \$23,000 for layout, design and construction of bocce ball courts.

MOTION: Gloria Majeski moved to request the Mayor to transfer profit from 2010 Breakfast with Santa, 2010 Santa Shop and 2010 Christmas Card Lane to the Commission's 460 Fund.  
 Seconded by Barbara Araps.  
 Roll Call: Ayes Unanimous  
**Motion passes 4/0.**

**UNFINISHED BUSINESS**

Cheerleading needs discussion and will be on the February agenda.

Gloria Majeski reported that she had attended a Roundtable meeting of Eastside Recreation Coordinators. Other communities have published their events/trips for the year 2011. Many interesting trips. We can join in on these trips and for each resident that we would "put on the bus" we would get a portion of the profit. There is no minimal commitment. Gloria will put together a list of trips for review at our next meeting.

**NEW BUSINESS**

Gloria reported that Councilman Reichelt presented City Music with our donation on the night of their concert. Notice has been put on Channel 12 and website to recruit members for the Recreation Commission.

Change of meeting day/time was brought up. The Commission Clerk will check with Council Clerk Savage to determine availability of Council Chambers. This will be on the February agenda.

Kevin Malecek who is our Santa will not be able to attend Breakfast with Santa on December 10, 2011 and requested that the Commission consider changing the date of this event. This will be discussed in February.

Mayor Weger distributed the Garfield Property Soccer Field Plan. Asphalt grindings were donated for the parking lot. CT donated their time to perform the survey. Mayor Weger is looking for a donation for an excavator. Mayor Weger expects parking lot and grading to be completed prior to spring with the soccer fields being ready in time for fall play. Once the soccer

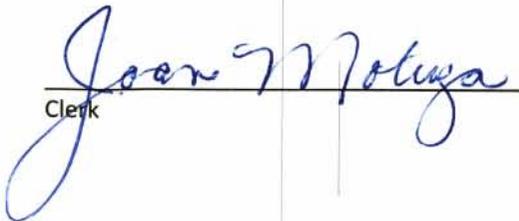
place for summer play. The building structure will follow and will be built over the courts. Bathroom and concession stand are planned. The soccer fields at Garfield have no access to sewers or septic systems. A covered port-a-potty is planned.

**PUBLIC PORTION**

No public present.

**ADJOURNMENT**

**MOTION:** Gloria Majeski moved that the meeting be adjourned.  
Seconded by Barbara Araps.  
Voice vote: Ayes unanimous  
**Meeting adjourned at 7:52 pm**

  
Clerk

  
Chairman

Date approved: February 8, 2011

1/24/11/jdm

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

Note: The duties of the Recreation Coordinator were assumed by the Mayor's Office (Gloria Majeski) as of October 23, 2009.