

MINUTES

Recreation Commission

City of Willoughby Hills

April 6, 2016

CALL TO ORDER: 7:04 pm
PRESENT: Lynn Hallum, Chairman; Joseph Jarmuszkiewicz, Vice-Chairman; Jeanette Nelson,
Sandy Grubiss, Jeanne Kaston, Kristina Zeleznik, Dan Philipp
ABSENT: Dee Germano, Jim Walsh
ALSO PRESENT: Jennifer Greer, Council Representative; Denise Edwards, Rec Coordinator;
Theresa Baptie; Clerk

DISPOSITION OF MINUTES OF March 2, 2016

MOTION: Jeanette Nelson moved that the Commission approve the minutes
Seconded by Jeanne Kaston
Roll call vote: Ayes unanimous w/ 2 abstention
Motion passes 5/0

CORRESPONDENCE

3-3-2016 Email from Denise Edwards RE: Frank Brichacek/Money for Fields
3-3-2016 Email from Denise Edwards RE: Recreation Committee Meeting of Council
3-4-2016 Email from Denise Edwards RE: Field Repairs
3-4-2016 Email from Denise Edwards RE: Thank You
3-11-2016 Email from Denise Edwards RE: Thank You
3-11-2016 Email from Alana Mastrangelo RE: Request to be a Member of the WH Recreation
Commission
3-15-2016 Email from Gloria Majeski RE: Sunshine Law Training Class
3-16-2016 Email from Denise Edwards RE: Spring Craft Show
3-18-2016 Email from Gloria Majeski RE: Pat O'Brien Donation for Inflatables
3-18-2016 Email from Erik Zaborowski RE: Pat O'Brien Donation for Inflatables
3-18-2016 Email from Gloria Majeski RE: RE: Photo Booth
3-18-2016 Email from Erik Zaborowski RE: Photo Booth
3-24-2016 Email from Denise Edwards RE: March Rec Comm Meeting
3-24-2016 Email from Joe Jarmuszkiewicz RE: March Rec Comm Meeting
4-5-2016 Email from Denise Edwards RE: 2016 March CC Usage/Rental Summary Report
4-6-2016 Email from Denise Edwards RE: 2016 Spring Craft Show Recap

Reports

- Community Center Usage - received from Denise Edwards 4/5/2016
- Rec Reports - received from Denise Edwards 4/5/2016
- 460 Report - received from Frank Brichacek 4/6/2016

COUNCIL REPRESENTATIVE'S REPORT Councilwoman Jennifer Greer reported that Dale Fellows looked at fiscal rates, she will forward the report. Asked to be kept abreast of the Concert Festival sub-committee meetings so that she can attend/participate and report what's needed to Council.

RECREATION REPORT

Sports Programs: Basketball Denise reported that the playoffs were fabulous. **Baseball-Softball** Joe reported Boys Baseball is as follows; 4 Instructional, 1 Mighty Might, 2 Minor, No Major, 1 Pony, 1 Colt. Girls Baseball; 1-8u, 1-12u, 1-14u w/ 16 girls, they tried to make 2 teams but there were not enough girls or additional coaches. Practices will start when the fields are playable, the weather is not cooperating. We will no longer be part of GLFL, Euclid was the second team to pull out at the last minute; back to the Willoughby League, still home fields and same teams w/ addition of Eastlake & Willoughby team.

Art Gallery/Photo Contest Art Gallery events recreation just in support of it and advertising so no money out of the budget. There were many beautiful and interesting photographs, fun evening. There is feedback that will be used in planning for next year. Lynn stated that she liked how the local citizens participated.

Pancake Breakfast Denise reported that the final money is not in yet to generate a report, numbers were down from last year; last-723, this year 672. Kyle and Denise looked closely at expenditures & inventory over the last few years, were able to cut back on the batter plus the Lions purchase our left overs. We do a ticket exchange w/ the Lions w/ which we owe each other \$350. So the expenditures last year were \$2864.75 this year they were \$42276.25-approx. a \$600 cut in expenses, the approx. profit is \$2900. Looked at possible reasons why the attendance numbers are down, possibly part due to no newsletter this year, many things are changing. Thank you for all the hard work and support.

Spring Craft Show Denise reports it was phenomenal, 76 spaces rented, attendance last year was 511, this year 717. Willoughby key club kids were fantastic, one did the count at the door. Vendors for the most part were happy, were able to use the Gator to transport. Changing due to repeated questioning; lower level will be \$40 and upper \$45. Lions couldn't do the concession so Kyle and Jeanne Kaston took it on, they had walking taco, really big salads made ahead of time, hot dogs etc; great feedback on the concession. Thank you to all who baked. Clean-up for the Lions Pancake Breakfast the next day made for a long day but there was lots of help, thank you! Space fee's \$3040, raffle \$239 and concession \$445.30.

Easter Party Churches were involved in donating, candy stuffing eggs went well, extra candy went for treat bags for those who might have gotten left out, Easter bunny was ready to go. Kristina Zeleznik spoke re: local business's that made donations; Emerald Glen Title photo booth (also ran the booth) and Pat O'Brian inflatables. She hopes next year for donations to cover all. Joe talked about a few ideas for improvements next year. There will be a community wrap-up meeting. Lynn as well as others pointed out a few complaints such as too crowded, lines too long and traffic backed up. Possibly next year do a pre-registration and cap. Gloria helped w/ coloring. Sandy Grubiss said she was very impressed w/ the volunteer organization.

2017 Events April starts our "prime-time"/ people looking to book. Pancake Breakfast keeping as is right now, Spring Craft Show April 1st keeping it before Easter and Mother's Day, Easter Party April 8th, Safety

Town Denise has to check w/ the instructors but it never impacts our weekend, Denise will check re: Art Gallery and w/ the fire department re: Touch A Truck. Fall Craft Show October 14th (always the 2nd Sat. of Oct), Halloween Party October 20th, Rich Harmon is retiring so Denise needs to check w/ him re: Christmas Card Lane & Breakfast w/ Santa Saturday December 9th. Denise will keep an eye on the calendar around Aug/Sept for proposed Cornfest type festival that the sub-committee that's forming will decide on.

COMMUNITY CENTER REPORT For March \$1,965.50, last year \$3,458.00. Why this month/year partly the way the dates fell, however we will more than likely make up for it in April as it's going to be crazy. April thru May we are booked every weekend. Denise would like to recognize and thank her monitors for the great job they do, it's a lot of work.

460 FUND The Unencumbered Balance for March is \$41,247.34.

UNFINISHED BUSINESS.

Frank Brichacek Other reports he spoke of in the March meeting? Theresa will send reminder email.

Terry Baller re. Roemisch Complex Plan Joseph Jarmuszkiewicz reported the drainage in field F has been done as the weather has cooperated. Fields C & A have had a little work in between the weather not cooperating. Dirt etc. will commence when weather gets better. Boys Club has a quote of \$3850 for cement pads for just instructional field this year, Joe wishes to split the cost w/ them for benches and pad. Gloria and Mark will be taking the general plan/wish list to meeting tomorrow for a \$10,000 Planning Grant, then we can get together and work out a plan w/ the engineers and that will open it up for additional grants.

Concert Festival Correction from 3/2/16 meeting minutes per Lynn Hallum; in place of "held a meeting" it should read exchanged emails re: researching information on how to go forward. There is a sub-committee meeting Monday April 11th @ 7:30.

Other Denise updated our site; Safety Town, Captains Night Out, W.H. Garage Sale Day.

NEW BUSINESS: None

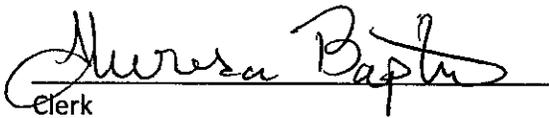
PUBLIC PORTION: Opened@ 8:15.

Linda Fulton 2990 Marcum Blvd. asked Dan to refresh her memory re: approx. 6 mos. ago; wasn't a committee formed for working on the ball fields & didn't the Commission vote on allocating a certain amount of money along w/ the Boys Club? Dan responded yes that's what we were just discussing, it was allocated but not spent other than some work done on the fields. That we are waiting to see if we get the planning grant, they'll go over the entire plan then help us get other grants. The boys League has donated money and have done some work on the fields. Commission allocated \$13,500, \$3,000 went for tennis court improvement (not completed yet) and that leaves the \$10,500. We were trying to get an exact idea ourselves but it's not clear as far as we can tell from this report Linda further ask if the service department salary was being paid from that allocated money; answer is yes and all materials. Joe pointed out that \$15,000 was allocated for field improvement, \$1,500 went to pay for the sculpture,

13,500 went back and the Boys League spent \$6,500-\$7,000 on benches and fencing. Boys League was going to spend \$3,850 on benches & dugout for the instructional field but are holding off until we see about further grants and possible donations. Lastly Linda commended Denise on her work for the Craft Shows, she remarked that they are well organized and very nice.
Public Portion closed @ 8:23.

ADJOURNMENT

Meeting adjourned at 8:24 pm by Lynn Hallum, Chairman


Clerk


Chairman

Date approved: May 4, 2016

4/30/16 TAB

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