

MINUTES
Recreation Commission
City of Willoughby Hills
July 31, 2018

CALL TO ORDER: 7:04 PM

PRESENT: Chairman Jim Walsh, Dee Germano, Sandy Grubiss, Joseph Jarmuskiewicz
and Jeanne Kaston

ABSENT: Vice-Chairman Jeff Fruscella, Lynn Hallum and Kristina Zeleznik

ALSO PRESENT: Katherine Lloyd, Clerk pro tem.

DISPOSITION of the MINUTES OF June 6, 2018

MOTION: Sandy Grubiss moved that the Commission approve the minutes of June 6, 2018 as presented.
Seconded by Dee Germano.
Voice Vote: Ayes Unanimous.
Motion passes 5/0.

CORRESPONDENCE

- Email 6/11/18 to News-Herald RE: Rock-N-Roll Sub-Committee of the WH Recreation Commission Meeting on 6/18/18.
- Email 6/29/18 to News-Herald RE: 7/11/18 Recreation Commission Meeting.
- Email 6/29/18 to WH Communications RE: 7/11/18 Recreation Commission Meeting.
- Email 7/9/18 to Finance RE: June 460 Report.
- Correspondence Sheet for 7/11/18 meeting.

COUNCIL REPRESENTATIVE'S REPORT (Hallum)

No Report

RECREATION COORDINATOR'S REPORT

We still are lacking a Recreation Coordinator.

- Sports update – Joe gave the update.
 - Baseball and Softball
 - Results
 - There were 2 Girls - 8U teams this year. They both did well.
 - Girls – 8 U Hallum Homes won the Championship in their Division.
 - Girls – The 2nd 8U team will be an 8U team again next year.
 - Girls - 18U won the Championship in their Division
 - Boys – Colt won the Championship in their Division
 - MOU- separating from the City
 - Girls League is joining with Boys League, which needs help with coordinating & collecting.

- The Minors and the Mighty Mites did well. They both got into the Play-Offs. It is the first time in 10 years for the Mighty Mites.
- Bleachers: Joe reported that the bleachers have been assembled and are in place. Final installation is delayed because the old cement pads need to be replaced with the new 5-inch thick cement pads.
- 280 Funds from the Boys & Girls Leagues
- We need to find out from Frank Brichacek what funds are left. Joe has not gotten reports for several months now.
- Girls Softball has had a separate fund independently fund from the City for a couple months for everything from registration to sponsor fees. It should roll over to the Boys League. How that will work out would be in the MOU.
- Boy League will be covering their own insurance.
- Flag Football registrations are in effect for the next few weeks. It starts early August through the end of September.
- Basketball – There is lack of gym space with the high school being built and the middle school. With low response and interest plus the effort of set up and coordination, there will be no basketball. We do not have any real city facilities in Willoughby Hills. We use the middle school and the elementary school. We would need to meet 2-3 nights per week and 1-2 nights for games.
- Parent Volunteer Participation and Coaching- Over the last 10 years, there has been a drop in parent participation and attendance. Boys League is having trouble with recruiting parents. 5-6 parents do all the work. They hope that with the Girls joining that parents can be recruited to volunteer. There should be about 15 parents. Everyone is very busy.

COMMUNITY CENTER AND RENTAL REPORTS & COMMUNITY CENTER USAGE REPORT

No report was available.

Jim stated his observations and understanding of how things are going with the Community Center.

- No new rentals being accepted. Existing registered rental contracts are being fulfilled.
- Compared to Rental Reports in the past, the current Revenues are down.
- He publicly acknowledged that it is the Mayor who is setting up chairs, mopping floors, locking and unlocking, welcoming the people who are renting and personally fielding their phone calls when they have concerns. That is 'over and above his job description'. For the record, "he [Mayor] is performing incredibly admirably and we wonder how much stamina one man can have".

460 FUND Reports for June 2018

- Beginning of the Year balance was \$32,870.00. The Unencumbered Balance is \$28, 503.00 which reflects monies that we have brought in, monies spent and encumbrances. There are no current encumbrances. Bleachers were paid; it is now an expense.
- Reimbursement of the Grant for the Tennis Court- without a Law Director, we are waiting. On the report it is listed as \$18,200 Unencumbered
- \$1,200.00 Public Health Grant from Lake County for Bike Path. They made a nice presentation about I year ago with drawings and plans complete with Metro Parks work out stations. They would provide all the funding for it.
- \$1,500.00 NOPEC Grant – Jim will ask Frank to refund the allocated \$1500.00. He will copy the Rec Commission members on it.

UNFINISHED BUSINESS

- **Concession Stand at Roemisch Field:** Joe made the report.
 - The Concession Stand passed Health Inspection. They got the certificate. The amount of concessions is limited. There is no cooked food other than hot dogs.
 - Modernizing and Remodeling of the Concession Stand – It needs some work but reorganizing the Sports League will come first.
 - Naming of the Field and Park: Chris Hallum is checking into the legalities. Jim will contact him.
- **WH Garage Sale on Saturday, August 4.**

Sandy reported that this year is different because there is no one at the Rec Office to get the email list.

 - The Mayor will send anyone who contacts him to Sandy. She will make a list.
 - Sandy did an Event Page on the Recreation Page on Website. As of today, there are 316 people going or interested.
 - Problem: Someone changed the date of the Event on her Graphic that she made from 8/4 to 8/2. That affects knowing how many people are going to the event on August 4th.
 - People should hit 'share'. That way, anyone who is going or has more addresses or anything to add to it, it will all be part of that event in one concise place. That 'share' will take them back to the original copy.
 - On the Event Page, people can share their addresses or just street names and items they have for sale. Every time someone posts an address, everyone will be notified.
 - Facebook ad was posted today. Sandy sponsored it and paid for it herself. It is localized to Willoughby Hills and to the Friends of People in Willoughby Hills.
 - Craig's List is also posted. Again, linked back to the Facebook Event Page.
 - People were told to post signs, balloons, etc. not only in their yards but at the end of the street.
 - Other garage sales on same day: Kirtland, possibly Wickliffe

WH Garage Sale Signs are up.
- **Status of New Bleachers:**

See report under Sports Events.
- **Captains Game – WH Appreciation Day** was last week.
- **Rock-N-Roll / Corn Fest / Concert Event on Saturday, August 4.**

Cancelled. There was a brief unsuccessful effort to transfer that over to the VFW. The band did not like the set up.
- **Unity Day (Saturday, Sept.8):** Cancelled.

Upcoming Events – Further discussion of what can and cannot be done.

- **Touch-A-Truck (Saturday, 9/15)** – It is a Fire Department event but is listed on the Event Page. Sometimes Rec Commission has a booth there. If there is any change, Sandy to be notified.
- **Craft Show (Saturday 10/13)**
 - It is popular. People are asking. Word has gotten out about the Community Center.
 - No one knows if any forms or registrations were sent out or deposits received.
 - If it is to be cancelled, it should be now in fairness to the vendors. They would have a chance to book with other communities.
 - **Concern: You get Critical Mass and things build up over time.** If it is cancelled this year, it might be difficult to get good attendance and table renters next year.
 - If cancelled, we need to check for any deposits. We can ask the Mayor if we can get access to the Rec Coordinator's records. We can ask Frank if there are any monies on deposit or whether they are in a Lock Box. This still early for an October event. No one has been in the Recreation office since May.

- If we go ahead with the Craft Show, the Commission would need to field the reservations ourselves. The event itself is very labor intensive.
- Question: Do we proceed with the Craft Show with limited resources?
OR, do we cancel the Craft due to limited resources? This is a big step.

MOTION: Sandy Grubiss moved that the Commission cancel the Craft Show for October 13, 2018.
Seconded by Jeanne Kaston.
Voice Vote: Ayes Unanimous.
Motion passes 5/0.

Additional Discussion:

- Jim will contact the Mayor to be certain no deposits were made.
- Revenue made on the Craft Show is estimated at \$3,000.00. It is one of the biggest money makers.
- Wellness Run with Cleveland Clinic and Classic (Sunday, 10/14)
This is a Clinic event but Rec Commission lists it and puts out flyers for people to take. Who is the contact person?
 - In absence of Rec Coordinator, we need to ask the Mayor.
 - Then Sandy will get information from them, put together a graphic for them and post it to the Facebook Page.
- Halloween Party (Friday, 10/19) and Trick or Treat and Trunk or Treat (Wednesday, 10/31)
 - Hold discussion until the September meeting.
 - If, for any reason we can't meet, a decision on it and the rest of the schedule will be needed.

NEW BUSINESS

1.) Recreation Commission -- Next Steps and Operating Guidelines in Light of Current Defunding Environment.

- Mr. Walsh stated that there are a number of open positions in the City. There are names being floated for position of Recreation Coordinator. The Commission will wait and see. Additional help is needed. There is too much for volunteers to carry off when they are already doing quite a bit.
- Concern was expressed that the Rec Commission itself is shrinking. We need to make sure that an operational body is maintained going into 2019.
- It would help if the Rec Commission had the support of Council.

2.) Next meeting will be on September 5. The Recreation Commission ordinarily takes off for the month of August.

PUBLIC PORTION Opened at 7:41PM

Linda Fulton, 2990 Marcum

The Recreation Commission voted that the North Coast Lions could rent a room. They are not taking any new reservations. Will this carry over to next year? She never made a date for this year [2018] yet. When she went to reserve, two people said they were not taking new reservations for this year. They are taking tentative dated for 2019. So she tentatively made it for next year on Sunday, May 5, 2019 for the O'Ryan Room. She wants to know if, because of the situation, whether she would be carried over to next year. She states that she never received a letter saying that she was approved.

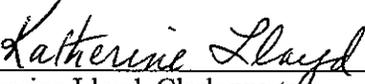
Per Board discussion, her original date was held for her. Sanctions are good for a one year period. The Commission is lacking staff to send out letters. The date is noted in the minutes.

Public Portion closed at 7:45 PM.

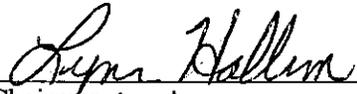
For Good of the Order:

- Jim announced that the Painesville Rail Road Club which operates out of the Depot in Painesville is having a 125th Birthday Party for that station which is 125 years old on Saturday, August 4th from 10 AM to 4 PM. There will be cake and ice creams and tours of the model trains inside and regular trains outside. There is a Depot history in the News-Herald. It was built in 1893 under the Lake Shore, Michigan and Southern Rail Road. Everyone was invited out after the Garage Sale. Free admission but donations accepted.
- Sandy encouraged everyone to come to the Garage Sale, look for signs, go down the street and look for Facebook posts. We do not have a list but the Mayor asked Sandy if he could send interested people to her. Sandy reminded everyone that they can post their addresses and pictures of what they have to offer.

ADJOURNMENT: Meeting adjourned at 7:49 PM by Jim Walsh



Katherine Lloyd, Clerk *pro tempore*



Chairman *pro tempore*

Date approved: 9-5-2018

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