

Willoughby Hills Recreation Department's Annual Report – 2015



Prepared By:
Denise Edwards,
Recreation Coordinator

Willoughby Hills Recreation Department's

2015 Annual Report

The report is divided into the three(3) areas covered by the Recreation Department; Community Center/Campbell Park, Sports and Activities.

In July of 2015, Kyle Overmyer came back to work for the Recreation Department. When she left in October of 2014, this was a big loss for our department. During her absence, we worked hard and provided the best service possible with only one person in the office.

We have tried for the past 2 years to keep tackle football in the City. Unfortunately, the registrations were too low. In order to participate in the league, it is a requirement that each City must field 3 teams. WHBL made a decision late in the summer to try Flag Football this year. We had a great response for the registrations. It was new to the WHBL so the coaches and players learned together. This is a great way to teach the kids to properly learn the fundamentals before going on to tackle football. It is the hope of all that with proper training, concussions can be avoided. The concussion scare has reduced the amount of young football players.

We had our 2nd Annual Spring Craft Show and the Community Garage Sale Day. Both events continued to be successful and will stay on our schedule.

The Recreation Department is looking forward to another successful year.

Please let me know if you have any questions.

Best regards,

Denise R. Edwards
Recreation Coordinator



2015

**Community Center and
Campbell Park Reports**



2015 CAMPBELL PARK PAVILION RENTAL LIST

MAY					
SAT	5/9/2015	1	Nikki Brooks	25.00	
SAT	5/16/2015	1	Matt Tiller	25.00	
SUN	5/17/2015	1	Richard Newman	25.00	
WED	5/20/2015	1	WH United Methodist-Trish Sk	-	
SAT	5/23/2015	1	Zhanaira Smith-Robinson	25.00	
SUN	5/24/2015	1	Keerthi Usha Krishnan	25.00	
SUN	5/24/2015	2	Kirk edwards	25.00	
SAT	5/30/2015	1	Denise Dotson	75.00	
SUN	5/31/2015	1	Kulsoom Salman	25.00	
				250.00	
JUNE					
FRI	6/4/2015	1 & 2	Broadmoor School-Sharon Sc	-	
SAT	6/6/2015	1	Tom Abate	25.00	
SUN	6/7/2015	1	Tom Abate	25.00	
SAT	6/13/2015	2	Erica Bizzell	75.00	
SAT	6/13/2015	1	Tramiya Craven	25.00	
SUN	6/14/2015	2	Dawn Clayton	25.00	
SUN	6/14/2015	1	Richard Newman	25.00	
SUN	6/21/2015	1	Maria Fack	25.00	
TUE	6/23/2015	1	Sharon Wollen	25.00	
TUE	6/30/2015	1	J. Wilkins	-	
				250.00	
JULY					
SAT	7/4/2015	2	Cynthia Jones	75.00	
SAT	7/4/2015	1	Cindy Pike	25.00	
SUN	7/5/2015	1	W-E Auction-Julia Boxter	-	
SUN	7/5/2015	2	Ashley Morrow	25.00	
week	7/6-10/15	1 & 2	WH United Methodist- Marie C	-	
FRI	7/10/2015	2	Zahirah Saeed	25.00	
SAT	7/11/2015	1	Frank Cihula	25.00	
SAT	7/11/2015	2	Mara McKissic	25.00	
SUN	7/12/2015	1	JoAnn Edmunds	25.00	
SUN	7/12/2015	2	Orlando Wheeler	25.00	
FRI	7/17/2015	1	Larry McKenzie	75.00	
FRI	7/17/2015	2	Katie Broske	25.00	
SAT	7/18/2015	1 & 2	Larry McKenzie	150.00	
SUN	7/19/2015	1	George Malec	75.00	
SUN	7/19/2015	2	Vanessa Windham	75.00	
SAT	7/25/2015	2	Debra Allen	75.00	
SAT	7/25/2015	1	Karen Robinson	75.00	
SUN	7/26/2015	1 & 2	Pam Kochman	50.00	
				850.00	
AUGUST					
SAT	8/1/2015	1 & 2	Maridah Ahmad	150.00	
SUN	8/2/2015	1	Nick Sanvido (Manfroni)	25.00	
SUN	8/2/2015	2	Ray Adamic	25.00	
SAT	8/8/2015	1	Kenny Dycks	25.00	
SAT	8/8/2015	2	Mattie Conway	75.00	
SUN	8/9/2015	2	Erin Clarkson	75.00	
SUN	8/9/2015	1	Ashley Stubbs	25.00	
THU	8/13/2015	1 & 2	Rockwell Auto-Kathy Vinci	50.00	
SAT	8/15/2015	2	Shaunty Wilkins	25.00	
SAT	8/15/2015	1	Durant	75.00	
SUN	8/16/2015	1	CLS Facility-Belinda Kuzma	75.00	
SAT	8/22/2015	1 & 2	Rev. Martin Neal	50.00	
SUN	8/23/2015	2	Donna Ricco	25.00	
SUN	8/23/2015	1	Karen Manfron (Dominic)	25.00	
SAT	8/29/2015	2	Stacey Bryant	25.00	
SAT	8/29/2015	1	Linda Skolaris	25.00	
				775.00	
SEPT					
SUN	9/6/2015	1	Henderson Deal	25.00	
SUN	9/6/2015	2	Sara Jablonski	25.00	
MON	9/7/2015	1	Dora Appling	75.00	
SUN	9/13/2015	2	Andy Zaverl	75.00	
SUN	9/20/2015	1	Enrichetta Hlabse	25.00	
SUN	9/20/2015	2	Charles Kidd	25.00	
SAT	9/26/2015	1 & 2	Dora Appling	150.00	
				400.00	
OCT					
SAT	10/3/2015	1	Mauara McKissic	25.00	
				25.00	
				2,550.00	

Activities Offered at the Community Center

*Zumba – Matter of Fitness (Diana Rini and Laura VonSeggern)

*Yoga – Chris Keller

*LaBlast – Mary Beth Castell

*Tai Chi – Joe Bondi

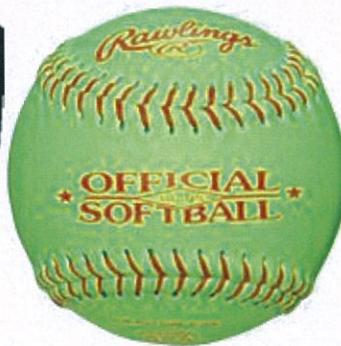
*Watercolors – Layne Kendig (Looking for a new instructor since Layne's health is poor)

*Senior Programs – Florine O'Ryan

*Willoughby Hills Library Programs

2015

Sports Reports



2015 Sports Registrations

Basketball = 99 players (37 players were WH Residents)

Baseball = 123 players (81 players were WH Residents)

Softball = 62 players (39 players were WH Residents)

Flag Football = 55 players (27 players were WH Residents)

The 2015 tackle football season was cancelled again in WH since we were not able to fill a team.

2015 Field Usage

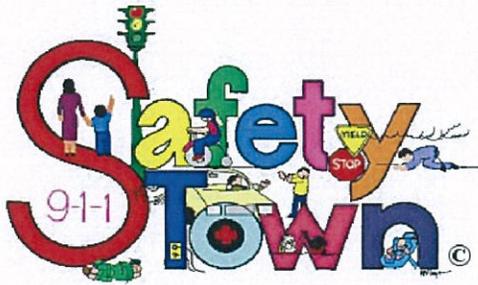
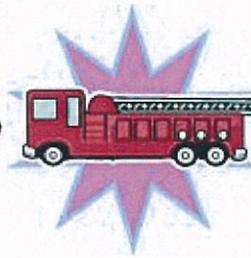
Due to the amount of time available and the amount of money put into the preparation of the fields, it was decided in 2012 that only the City of Willoughby Hills sports leagues, schools and churches would have use of the fields at no additional charge.

In addition to WH Baseball and Softball, our fields were used by the Hurricanes, St. Noel's, Cornerstone and Calvary.

Willoughby Soccer Club and Cornerstone used Garfield Park for soccer.

2015

Event Reports



FINAL RECAP
PANCAKE BREAKFASTS 2015

<u>EXPENSES:</u>	<u>2014</u>	<u>2015</u>
Minutemen Press – tickets	\$ 67.50	\$ 67.50
Bob Evans – supplies	\$1,018.20	\$1,350.22
Breakfast Supplies – Other	\$ 947.75	\$1,433.29
Petty Cash	\$ 29.12	\$ 13.74
Total	\$2,062.57	\$2,864.75

<u>REVENUE:</u>	<u>2014</u>	<u>2015</u>
Presale tickets by members/Rec	\$1214	\$1650.50
Presale tickets by City Hall	\$231	\$302.00
Recreation Office Presales	with door	with door
Breakfast 3/1/15 – door sales	\$1216	\$1215
Breakfast 3/1/15 – extra sausage sales	\$28	(included in door)
Breakfast 3/1/15 – Donations	\$0	\$0
Breakfast 3/8/15 – door sales	\$1827	\$2,092.50
Breakfast 3/8/15 – extra sausage sales	\$39	\$50.50
Breakfast 3/8/15 – Donations	\$0	\$9
Lions reimb. – supplies & ticket exchange	<u>\$122.50</u>	<u>\$120.09</u>
Total	\$4,767.50	\$5439.59

2015 Profit \$ 5,439.59- \$2,864.75 = \$2,574.84 (\$2,704.93 in 2014)

Breakfasts served:

3/1/15	289 vs 278 in 2014
3/8/15	434 vs 435 in 2014
Total	723 (713 in 2014) – does not include volunteers

Lions Recap:

Lions owed Recreation:	<u>2015</u>
Breakfasts at Rec. 43 @ \$3.50	\$150.50
Breakfasts at Lions 84 @ \$3.50	\$294.00
Supplies Purchased	<u>\$263.59</u>
Total	\$120.09 paid by the Lions

Lions Tickets used at our breakfasts = 43
Recreation Tickets used at Lions PB = 84

Price per Breakfast: \$ profit/ served = approximately \$3.56 each

*****We need to increase the cost per ticket in 2016**

Denise R. Edwards - approved and transfer to 460 authorized on May 4, 2015

First Spring Craft Show Recap for 2015

Held March 21, 2015 – Budget = \$500 (Fall)

Vendor spaces sold – 77 sold

Visitors = 511 plus

Less than half of the vendors chose to set up on Friday, March 21st. Thank you to South High Key Club, Rhiannan Edwards, Ava Gundling and Brody & Brayden Philipp for getting the vendors checked in and to their location quickly.

Thank you to former Councilman Reichelt for showing me at the Fall Craft Show how to setup the portable sound system throughout the building. Thanks to modern technology, I was able to take pictures and have them printed for each amplifier and speakers set. The Mayor was nice enough to come up on Friday to check one of the speakers we could not get working. He was able to get some sound to come through, but we know we need to invest in a larger amplifier. No one in the Schaefer room area could hear the announcements. I made announcements throughout the day promoting the vendors on the lower level, the Willoughby Hills Lions Club Concession Stand, and drawing announcements and ticket sales.

Big thank you for all of the help and support we received on Saturday from Mayor Weger, Gloria Majeski, Dee & Anthony Germano, Paula Garbo, Devin and Rhiannan Edwards, Ryan Halcik, Sydney, Ruth (Kyle's Mom), Laura and Monica Ciszewski, Dan & Body Philipp. Sydney (Key Club) took the food cart for the Lions around all morning to sell bake sale items and take orders from the vendors that were unable to leave their tables. A very special thank you to Devin Edwards and Ryan Halcik for volunteering for 11 hours on Saturday to help out!!! They were there at 6:30 am to open up and help get the vendors checked in, volunteered where needed all day and stayed to help to get all of the vendors moved out and cleaned up.

We truly lacked help this year. All of my volunteers were fantastic!

Vendor surveys were given to each vendor on their table. I did get some back already that you are welcome to see.

The advertisement for the show was sent to the News Herald, WH churches, sent home with the students of Edison and Grant Elementary Schools, signs were posted in front of City Hall and 2 corners, it was posted on Craig's List, the Community Channel, the website, the Northern Ohio Arts and Craft Shows Booklet, Pat Catan's Website, the Foyer and on Face Book. We also sent the flyer via email to the vendors, Recreation Commission member, Council and others to share.

Paula, Monica and Laura spent the day at the front door counting of the number of shoppers that attended the event. There were 511 shoppers (vs. Spring 2014 Show had 508 people). Janet Mucciacrone was the winner of the game.

New for this event: A brochure was created for the visitors – it had a map of the community center and explained how to participate in the game. Inside was a list of all of the vendors, the room they were in and their craft. To get entered into the drawing, you had to have 2 vendors from each room initial your list. The basket consisted of donated items.

Income: \$3,322.00 = Vendor fees of \$3,080 plus Vendor Raffle sales of \$242.00

Expenses Paid:

Divyne Designs = \$35.00

Vendor Gifts/supplies = \$56.48

(*includes Willoughby Hills Lions Club for complementary coffee for the vendors = \$22.50)

Expenses Total: \$ 91.48

Income less Expenses = \$3,230.52 (\$3,184.10 in 2014)

EASTER PARTY 2015 RECAP

Saturday, March 28, 2015, at 1:00 p.m./\$500.00 Budget

*Attendance was down slightly this year due to the nice weather and the festival at Edison Elementary.

OF CHILDREN: 111 (37 WH Residents)

OF FAMILIES: 50 (17 WH Families)

EVENTS:

MC Maddie

Bags given at the door included: an egg with a raffle ticket and the snack coupon.

Door Volunteers: Jeanette Nelson, Tanya Draper, Cade Pastor, Sophia

Candy grab: (Age groups: 2 & Under, 3-4, 5-6, 7-8, 9-12) – **purchased more candy this year due to the age group changes. We purchased special treats age appropriate for the 2 and under group.** Extra treat bags were made up in case we needed them (we did not so they went to the volunteers) Volunteers: Joe Jarmus and Steve Nelson

Guess the # of Jelly Beans in jar for Captains Game Voucher (Thank you letter sent 3/30/15) - Volunteer: Jim and Lori Walsh

Photos with Easter Bunny – FREE! Donations only! We had film and ink from previous events so we did not need to purchase any for this event. **New this year.**

Volunteers: Mayor Weger, Gloria Majeski, Jeanne Kaston

Face Painting – Thank you to Rhiannan Edwards, Sheila Kaston, Savanna Kubish, Emily Walsh, and Lexi Nelson

Lake County Captains mascot Skipper (Thank you letter sent 3/30/15)

Coloring Contest – Gift Certificates and candy – Volunteer: Ann Marie

Raffle Contest for 10 baskets – sidewalk chalk, bubbles, kites, stuffed animals, solid chocolate bunny and a package of Peeps plus the wrap

Volunteers: Frank and Mary Cihula, Bob Bienerth

Juice & Snack dessert – served snack cakes and Apple Juice

Volunteers/Workers: Paula and Alica Garbo

Clean up – Kastons, Philipp, Garbos and Edwards

Thank you to my awesome volunteers!

COLORING CONTEST WINNERS

Age Under 3: Ella

3-4 yrs: Roy Hallum

5-6 yrs: Stacy Hallum

7-8 yrs: Brody Philipp

9-10 yrs: Noah Garrison

11-12 yrs: Rhiannan Edwards

EGG HUNT BASKET WINNERS = 10

Winners: Stacy Hallum, Ryan, Bella Koenig, Dominic Amantea, Sbrocco, Adam Farmer, Charles Bonks, Navada Ezell, Joslin Coles and Zmir Knox

JELLY BEAN COUNT WINNER (Correct Guess)

Erik S. guessed 724 – closest without going over 742 (age 7 from Kirtland)

REVENUE:

Donations: \$50.00

EXPENSES: (expenses were higher this year since the baskets were donated in 2014)

Key Bank Master card-all other supplies \$518.28

TOTAL EXPENSES \$518.28

City Subsidy <\$468.28> No Transfer of money from this event in 2015

Denise R. Edwards, Recreation Coordinator 3/30/15

2015 Recap of the Willoughby Hills Captains Day

Sunday, July 19th, 6:30 pm game vs. Bowling Green

The Captains Won 6-2

Fireworks Night

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. They also offered an opportunity for the Willoughby Hills players to parade around the field before the game.

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. Skipper even came to the Easter Party to help promote the event. In addition, the baseball and softball coaches were given the Captains flyer with the picture packages at the beginning of the season plus the leagues were asked to forward the informational email to the coaches to pass onto the players. An email reminder was sent to the parents from both leagues prior to the event.

Thank you to Gloria Majeski, Mayor Weger, Jeane Kaston, and Denise Reichelt for helping at the Willoughby Hills table on the main concourse. We handed out suckers, and promoted the WH Community Garage Sale Day and the August 19th Concert in the Park.

I will work with Nick from the Captains to find a 2016 date in October. The schedule and information will not be available until then.

No Income/Expenses to record for this event

SAFETY TOWN RECAP

JULY 6-10, 2015

26 REGISTERED (15 in the morning, 11 in the afternoon), 26 completed the program (28 registered in 2014 = \$1090)

Budget: \$1,500.00 (Special Budget due to the donation from Elaine Craine)

15 WH residents = \$525, 11 Non-residents = \$495 = **Revenue: \$1,020 in registrations**

Expenses for Recreation:	<u>2014</u>	<u>2015</u>
lunches, water, volunteer gifts, misc. supplies	\$263.24	\$372.61
Odyssey Printwear, Inc. – T-shirts	\$241.38	\$234.51
Nancy Gilpin – Instructor	\$300.00	\$300.00
Julie Anne Lisi – Instructor plus supplies	\$325.21	\$308.52
Safe Kids Coalition – helmets needed to be purchased (Some were donated in 2014. All had to be purchased in 2015)	\$114.00	\$152.00
Pioneer Manufacturing – paint for the town (Service Dept.)	<u>\$264.00*</u>	<u>\$0</u>
Total Expenses for 2015	\$1,507.83	\$1,367.64

*note that paint purchased last year by the Service Department was not used and will not be for future classes.

Jim Vitale, Craig Anderson, Julie Ann Lisi and I worked on the pre-planning for the Safety Town schedule this year. Unfortunately, the Metro Parks has changed their programs so we were unable to have the horse and dog visit this year. However, we did gain Dr. Dennis from the Animal Hospital of WH who spoke on bite safety plus we had a visit from the Willoughby K9 Unit – Officer Matt Neath and K9 Loki. The Mentor Fire Department provided the water safety trailer, Lori Cook from AAA provided classes on auto and bike safety, and the Peterson Willoughby Eastlake Transportation Department provided a bus and driver for the bus safety portion of the program.

We would also like to thank the Willoughby Police Department for allowing us to use their houses for the Safety Town course the children use to learn bike, auto and pedestrian safety. It is our goal to get at least 2 of our own. Mark Grubiss is looking into the possibility of making 2 for us.

Elaine Craine's donation of \$3,000.00 for Safety Town was intended to be spread over the years of 2013, 2014 and 2015. This was the final year. However, when I spoke to her during Safety Town week, she asked that we send a letter and she will continue to support WH Safety Town. I was informed that she did donate an additional \$3,000.00 to be used for the 2016, 2017 and 2018 Safety Town classes.

Thank you to the Willoughby Hills Lions Club for donating \$35 toward the pizza for the volunteers. I paid the balance, and donated the juice boxes and waters for the volunteers.

Director:

Julie Anne Lisi

Assistant Director:

Nancy Gilpin

Thank you to our volunteers: resident Sheila Kaston, Abby and Craig Reid and Rhiannan Edwards

Page 2 – Safety Town Recap

Willoughby Hills Employees assisting/directing:

- *Jim Vitale, Craig Anderson, Chief Collins and Debbie Semik – Police helped with the entire week and provided the Kid Print cards for each student
- *Mark & Service Department – picked up, set up, took down and returned the Safety Town Village borrowed from the City of Willoughby.
- *Lou DiMattio – Fire, took charge of Fire Safety day on Thursday
- *Mayor & Gloria – providing the individual and group pictures for each student

Safety Town for 2016 will be held June 27- July 1, instructors have been confirmed

This report has been approved by the Willoughby Hills Finance Department on: 7/20/15
Denise R. Edwards, Willoughby Hills Recreation Coordinator

2015 2nd ANNUAL WH COMMUNITY GARAGE SALE DAY RECAP

Date: Saturday, August 8, 2015

Expense Budget = \$200.00

Total Expenses = \$161.78

Breakdown of expenses:

\$110.00 = Divyne Designs, 10 each yard signs that will be reusable along with the wire posts.

We will only have to pay for the date change in the future

\$51.78 = News Herald - advertising

Residents that registered with the Recreation Department = 104

Total Income = \$0

The list of garage sales registered with us were on our website and printouts with the City map were on the Community Center table outside of the Recreation office. At least 200 copies were made and distributed. It was nice to see that other residents that were not on the list took advantage of the advertising and had a sale. I received a few calls prior to the 8th that were inquiring about being able to have a sale if they were not on the list. They did not want to commit in case they were unable to have the sale.

Some neighbors got together and put something at the top of the street so shoppers would know there were multiple sales on the street.

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 7/19/15, the Community Cable Channel, the Willoughby Hills Recreation Facebook page, Craig's List, signs (both banner and yard signs), church bulletins, the New Herald & their website, City of Willoughby Hills newsletter.

I want to extend a very special thank you to Ray Somich and his staff for advertising the event on WINT 1330AM. They are always supportive of our events and we appreciate their help.

The calls received looking for the Flea Market spaces were mostly from non-residents and some residents from the apartments and condos. Anyone that called looking for a space was referred to the Rummage Sale at Calvary Assembly of God. They were selling spaces for \$20.00 each.

There was a lot of traffic and shoppers in the City. I am happy to report that Chief Collins said that they did not have any issues.

We did receive calls with positive feedback along with emails. We are looking forward to our 3rd Annual WH Community Garage Sale Day on Saturday, August 6, 2016.

We were able to offer an option for donating the leftover items from their sales. Caroline Brodzinski from the Willoughby South High Band Boosters accepted any donations for their 2015 March Madness Garage Sale. This was a nice option since people could get a receipt and know their donation would have a positive impact on families on our City.

Submitted to the Finance Dept. for approval 8/24/15

2015 Touch A Truck Recap

Saturday, September 19, 2015

Recreation Booth:

*Face Painting and suckers for the kids.

*Distribution of the flyers with the Willoughby Hills Recreation Department's events for the Fall of 2015, the Halloween Party coloring contest flyer and Basketball Registration Forms

Expenses:

Suckers = \$9.00

(paid out of petty cash to Denise with Marc's receipt)

Supplies for face painting – we used the leftovers from the Halloween and Easter parties

Total Expenses = \$9.00

Thank you:

Thank you to the volunteers that came to help with the face painting and hand out flyers.

Thank you to Kyle for coming in to open the booth and help the volunteers get started.

Thank you to our Recreation Commission volunteer, Dee Germano, for leading the booth.

A very special thank you to Zeljana, monitor and volunteer, for helping Dee run the booth for the day since I was unable to attend.

2015 Fall Craft Show Recap

Held October 10, 2015 – Budget = \$500 (Shared with the Spring Show)

86 vendor spaces sold

Half of the vendors chose to set up on Friday, October 9th. Thank you to Denise Reichelt, Gloria Majeski, Chris, Roy & Stacy Hallum, Amanda Wells and Haven Gibson for getting the vendors checked in and to their location quickly.

Dave Reichelt did a great job and worked very hard to have our sound system up and running for the event so we could be heard on both levels. Announcements were made throughout the day promoting the vendors on the lower level and the Willoughby Hills Lions Club Concession Stand, drawing announcements and ticket sales.

Big thank you for all of the help and support we received on Saturday from Dave & Denise Reichelt, Mayor Weger, Gloria Majeski, Zeljana, Brian, Jeanne & Sheila Kaston, Barb Araps, Dee Germano and volunteers from the Willoughby South Key Club. Once again, all of the vendors loved that we had the Gator available to take them to and from the upper lot.

Thank you to the Kastons, Joe & Lola Jarmus, Dan & Brody Philipp, Eric Kubish and Zeljana for coming to help with the tear down.

New for 2015: We created a raffle for all of the visitors. Each sheet had the vendor spaces, what each vendor sold and a place to check off purchases & visits. To qualify as an entry, the shopper had to get their game piece initialed by 2 vendors in each room on both levels of the Center. The crafters liked this and thought it helped to improve traffic on the lower level. This year they had to drop off their entry in the Senior Room. The winner of the drawing was Pat Dula.

The vendors were also given a cute vendor “thank you” gift made by Gloria Majeski and her sister, Jean. All materials and work were donated by Gloria Majeski. A HUGE THANK YOU TO GLORIA!!! They were also given a coupon for a free cup of coffee. We have received a lot of the surveys back, and more will be coming. We received some very nice compliments about the show and the amount of traffic. We did some receive some really good suggestions too that will help improve the vendor’s happiness.

We purchased ads in Today’s Family magazine in the Lake County edition. The announcement was sent to the local churches and sent home with the students of St. Francis of Assisi, Edison, Grant and the WH School of Innovation. The News-Herald posted the event in their Craft Show edition, which required a charge. Thank you to the Service Department for posting all of the signs around the City. The event was also posted on the Community Channel, the website, the Foyer, all previous events, on Face Book and Craig’s List.

We had to purchase all new banner signs this year since our previously purchased ones went missing.

The count was approximately 800 people this year (approximately 900 people in 2014). Unfortunately, my volunteer that has done the count for the last few craft shows was unable to attend at the last minute. We did not get a true recording for the first hour to hour and a half.

Income: \$3,728.00 = Vendor fees of \$3,420 plus Raffle \$308.00

Expenses Paid:

Today’s Family Magazine = \$135.00

New Herald = \$20.00

Vendor Gifts = \$0 – DONATED BY GLORIA MAJESKI

New Signs from Divyne Designs = \$192.00

Supplies = \$8.00 (Petty Cash)

Willoughby Hills Lions Club for complementary coffee for the vendors = \$19.50

Expenses Total: \$374.50

Income less Expenses = \$3,353.50 to be deposited into the 460 fund.

This report is not final, but approved. Funds will be transferred after all payments are made and the event is officially closed.

HALLOWEEN PARTY 2015 RECAP

Budget = \$1,500.00

TOTALS: 233 Children (147 children in 2014)

WH Attendees: 56 WH Families, 107 WH Children (31 Families WH, 72 children were Willoughby Hills Residents in 2014)

Special thank you to

Volunteers: Mayor Weger, Frank Germano, Mark and Sandy Grubiss, Ruth and Kinzey Czerr, Frank & Mary Cihula, Florine O’Ryan, Denise Reichelt, Rhiannan Edwards, Kaston Family, Kubish Family, Katie Mullin, Chris Hallum

Rec Commission – Joe Jarmus, Dan Philipp, Lynn Hallum

Volunteer groups: Michelle Henderson’s Girls Scout Troop, Willoughby South Key Club, Saint Francis of Assisi 8th grade students

Assisting: Willoughby Hills Fire and Service Departments

There were games, candy, contests – the Parent Pumpkin Pie Eating Contest, Haunted Hay Rides, Donuts and Apple Juice, Face Painting, Coloring Contest

***Thank you to the Mayor for dodging rain drops and making the Haunted Hayride happen!

Candy corn count Winner: guessed 800, actual count was 813 – claimed and not recorded

Pie Eating Contest Winner: Cardelle Bandy

Coloring contest winners:

4 & Under - Kaleb Cottrell

5-6 – Stacy Hallum

7-9 – Claimed and not recorded

10-12 – Claimed and not recorded

Costume Contest

Cutest – Saatvik Sood (unclaimed)

Scariest – Kainen Cottrell

Funniest – Viera Thibodeaux

Most Original - Kensie Snyder (unclaimed)

EXPENSES – \$888.19

Aladdin’s for 3 games rented = \$132.30

Candy, decorations, cups, plates, napkins, apple juice, gift cards = \$540.83

Pizza for volunteers = \$55.00

Petty Cash from Marcs = \$10.06

Donuts from Giant Eagle = \$150.00

INCOME - \$44.00 (\$119 in 2014)

INCOME - EXPENSES: \$888.19 - \$44.00 = \$844.19

REMAINING IN BUDGET: \$655.81

Suggestion for 2016: Do not offer pictures and find a new way to do the Costume Contest.

– Income does not get transferred into the Recreation Fund 460 from this event.

BREAKFAST WITH SANTA

Report Approved by: Frank 12/29/15				Total of \$1,367.81 to 460 Fund after reconciling	
ITEM	AMOUNT				
SANTA SHOP 2015					
Expenses:	2015	2014			
Gifts/wrap for Santa Shop	\$ 420.00	\$ 487.61			
Sun Rental - draping	\$ 55.19	\$ 55.19			
D & W Goods (Santa Shop T-Shirts)	\$ 102.00	\$ 102.00			
Total	\$ 577.19	\$644.80			
Income:	\$1,062.00		(2014 Income = \$903.00)		
Amount Transferred to Rec Capital Fund 460 for the Santa Shop	\$484.81		(2014 Transefer = \$258.20)		
BREAKFAST WITH SANTA					
	2015	2014	Budget \$2500.00		
GFS Marketplace for Supplies	\$ 245.76	\$ 30.37	GFS Marketplace for Supplies		
GFS Marketplace for Supplies	\$ 173.71	\$ 73.97	GFS Marketplace for Supplies		
Restaurant Depot	\$ 314.63	\$ 360.50	GFS Marketplace for Supplies		
Micro Center printer supplies for photos	\$ 68.38	\$ 68.38	Micro Center printer supplies for photos		
Dollar Tree	\$ 30.00	\$ 11.94	Walmart		
Petty Cash - Bob Evans	\$ 28.00	\$ 27.00	Petty Cash - Bob Evans/extra sausage		
Petty Cash - Marc's	\$ 11.45	\$ 12.58	Petty Cash - Marc's		
Bob Evans supplies listed below	\$ 98.40	\$ 253.54	Bob Evans supplies listed below		
4 each - 5-gallon buckets of pancake mix	\$ -	\$ -	4 each - 5-gallon buckets of pancake mix		
Pat Catan's	\$ 35.67	\$ -	8 each - 10# cases of sausage links		
		\$ -	Lowe's - 5 gallon buckets with lids		
Divyne Designs - update signs	\$ 25.00	\$ 50.00	Divyne Designs - update signs		
		\$ (51.98)	Return to GFS		
		\$ 19.54	Giant Eagle		
		\$ 36.97	GFS Marketplace for Supplies		
Final Expenses for supplies	\$1,031.00	\$892.81	Reservations:		
			Reservation total:	Actual:	
			Adults	289	
			Children	223	
			total	512	
			Walk ins		
			Adults	4	
			Children	4	
			Total	8	
			TOTAL ATTENDED	520	
2015			2014 (Last Year)		
Amt. taken in for breakfast at the door/in advance	\$ 1,903.00		Amt. taken in for breakfast at the door	\$1,592.00	
Extra sausage	\$ 1.00		Extra sausage	\$0.00	
Extra photos	\$ 10.00		Extra photos	\$40.00	
Breakfast income	\$ 1,914.00		Breakfast income	\$1,632.00	
Amount Transferred to Rec Capital Fund 460 for Breakfast with Santa	\$883.00		Expenses in 2014	\$892.81	
Volunteers:	46		Volunteers:	30	
Volunteers + Guests =	566		Volunteers + Guests =	550	
Total Expenses divided by #of total people = \$1.82 pp			Total Expenses divided by #of total people = \$1.623		
*New for 2015 = Kids \$2 each (previously \$1)					
*We paid \$124 more just for the batter and sausage			Amount Transferred to Rec Capital Fund 460	\$739.19	