

MINUTES
Recreation Commission
City of Willoughby Hills, Ohio

January 6, 2009

CALL TO ORDER: 7:22 pm
PRESENT: Rick Motuza, Chairman; Jeanette Nelson, Vice-Chairman
Tony Fistek, Rick Helton, Nick Iarussi
ABSENT: David Pawar
ALSO PRESENT: Recreation Coordinator Leslie Harmon, Council Representative David Fiebig
Clerk, Joan Motuza

The following were reappointed to a term of three years and sworn by Mayor Weger prior to the meeting:

Rick Helton - (term ending December 31, 2011)
Nick Iarussi - (term ending December 31, 2011)
Rick Motuza - (term ending December 31, 2011)

2009 ORGANIZATION

Nominations opened for Chairman of the Commission

Nick Iarussi nominated Rick Motuza for Chairman of the Recreation Commission for the Year 2009.

Roll call: Ayes unanimous

2009 Chairman – Rick Motuza

Nominations opened for Vice-Chairman of the Commission

Jeanette Nelson nominated Nick Iarussi. Nick declined.

Nick Iarussi nominated Jeanette Nelson for Vice-Chairman of the Recreation Commission for the Year 2009.

Roll call: Ayes unanimous

2009 Vice Chairman – Jeanette Nelson

DISPOSITION OF MINUTES OF December 2, 2008

MOTION: Rick Helton moved that the Commission approve the minutes as submitted.

Seconded by Jeanette Nelson.

Roll call vote: 3 ayes – 1 abstention

Motion passes.

CORRESPONDENCE

- 12/18/08 To Finance Director Mirtel from Mayor Weger – Request for transfer of Craft Show profit to 460 Fund. (\$1664.20)
12/10/08 To Mayor Weger – forwarding for completion LCVB – Arts and Culture Fund grant application
12/15/08 From Gloria Majeski – Breakfast with Santa – Volunteer list and income/expense report from Santa Shop.
12/19/08 From Gloria Majeski – e-mail regarding Finance Department's input and asking for decision/recommendation re Breakfast with Santa profit.

PUBLIC PORTION

No public input.

Public Portion Closed

COUNCIL REPRESENTATIVE'S REPORT

No report. Finance report indicates that \$1664.20 has been transferred to the 460 Fund.

RECREATION COORDINATOR'S REPORT

Breakfast with Santa a nice event. Total of 407 attendees, 194 children and 213 adults. Total event profit was \$264.20. **Christmas Card Lane** – Did not bring exact figures - ballpark 20 some signs @ \$35 each. **Pancake Breakfast** Sunday March 1 and Sunday March 8, 2009. Tickets will be available soon. **Ski Trips** – Was able to partnership with area recreation departments. Three trips – Holimont January 19 and February 16 and Peek 'N Peek – January 23. Flyers have been distributed to schools and information is on the cable channel. These programs are set up by Mayfield Village. Has not had a good response to **Family Day with the Monsters hockey team** January 11, 2008. This type of package is offered periodically and we will try again. **Arts & Entertainment 2009 Winter Bus Trips** – a partnership set up with Mayfield Village. Runs February through April 2009. Has received requests for information but no sign ups as yet. Will get a few more flyers out. These programs are of no cost to us. However we receive a portion of the price of the tickets purchased through Willoughby Hills Recreation. Recreation Coordinator Leslie Harmon distributed a listing of **2009 Recreation Events** – See attachment A.

Thank you to the volunteers and to Gloria Majeski who purchased/wrapped and organized the gifts sold in the Santa Shop.

A discussion ensued regarding accepting credit cards. Mayor Weger advised that the City is looking at this. Chairman Motuza stated he would like to see this not only for convenience but for the fact that, from what he understands from Leslie, is that we are sending people to other cities and losing our share of the pie. However small the amount, we need to start building funds so that we can implement programs.

460 FUND

There was confusion as to the amount of profit realized from the Breakfast with Santa, Santa Shop and Christmas Card Lane. In her memo of 12/15/08 Gloria Majeski reported income and expenses of the Santa Shop showing a profit of \$489.27. The e-mail of 12/19/08 indicates that the Assistant Finance Director Debbie Doles shows a profit of \$264.20 for the Breakfast with Santa event. At the meeting, Recreation Coordinator Harmon stated the Santa Shop profit was \$462.27 and stated that total admission and Santa Shop sales revenue was \$2,309 and that food and supplies including the Santa Shop cost were \$1774.

*John
2/3/09*

\$2037 *452.27*
In view of the confusion, Mayor Weger suggested a motion that would let the Finance Department work out the amount to be transferred.

MOTION: Jeanette Nelson moved that the Recreation Commission request the Mayor to request the Finance Department to move the profits from the Breakfast with Santa, Santa Shop and Christmas Card Lane to our 460 Fund. Seconded by Nick Iarussi.
Roll call: Ayes unanimous.
Motion carried 4/0.

The Recreation Commission requests that, in the future, the Breakfast with Santa and Santa Shop be treated as stand alone events so that the Commission can determine viability and profit of each program.

UNFINISHED BUSINESS

Policy & Procedure Sub Committee

Council Representative Fiebig advised that Council Clerk Victoria Savage has completed her compilation of information from other communities regarding recreation policies, procedure and fees and has presented it to the Recreation Committee of Council. The Recreation Committee of Council will meet on Monday, January 12 to determine Community Center fees for proposal to City Council.

LCVB Grant

This is in the office of the Mayor but needs input regarding the project. One of the suggested new programs – the Ski Program has begun in conjunction with Mayfield Village. Joe Zawatski, who declined reappointment, investigated Casino programs and turned this information over to Dave Pawar.

NEW BUSINESS

Rick Helton reported on his investigation of bocce courts. He has talked with organizations that have the courts and provided photos of their courts and their structures. In talking about the project he has many people indicating that they want to join teams and tournaments. Other than tournaments there is also an opportunity for income from advertising. It was felt that this activity in our community would also benefit area businesses. The Commission expressed enthusiasm in pursuing this venture.

Chairman Motuza thanked Rick Helton for his very thorough investigation of this proposed project and suggested that a committee be formed to work out location and details and to provide info for the completion of the LCVB grant.

MOTION: Jeanette Nelson moved to adjourn; seconded by Nick Iarussi.
Voice vote: Ayes unanimous
Motion passes 4/0.

Meeting adjourned at 8:15 pm.


Clerk


Chairman

Date: February 3, 2009

1/13/09/jdm

Note: Recreation Commission meetings are recorded on audio tape and tapes are considered a public record.