

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

March 7, 2011

CALL TO ORDER: 7:00 pm  
PRESENT: Dan Philipp, Chairman; Joseph Jarmuszkiewicz, Vice-Chairman;  
Barbara Araps, Rick Helton, Gloria Majeski, Jeanette Nelson  
ABSENT: David Pawar  
ALSO PRESENT: Nancy Fellows, Council Representative; Joan Motuza, Clerk

**CORRESPONDENCE**

2/11/11 email to Councilman Reichelt – Rec. Com. updates for website & TV channel postings.  
2/11/11 email to Councilman Reichelt – Forward of 1/4/11 approved minutes for posting  
2/11 & 2/22/11 email to Commission members – changes in Commission dates  
2/24/11 email from Kim Van Sickler – Girls Scout volunteer contact list  
3/2/11 email to Councilman Reichelt - submitting 3-7-11 agenda for posting  
3/4/11 email to News Herald – required notification of public meeting  
Reports: 2010 Girls Softball – recap  
2010 Boys Baseball – recap  
1/31/11 Fund Balance Change Analysis – 460 Recreation Capital Project Fund

**DISPOSITION OF MINUTES OF FEBRUARY 8, 2011**

**MOTION:** Gloria Majeski moved that the Commission approve the minutes.  
Seconded by Joe Jarmuszkiewicz  
Roll call vote: Ayes unanimous  
**Motion passes 6/0**

**COUNCIL REPRESENTATIVE'S REPORT**

Councilwoman Fellows advised that the Recreation Committee of Council would be meeting to discuss the possibility of offering discounted rental rates for the Community Center's O'Ryan Room on weekdays- Monday thru Thursday.

Council has adopted Ordinance No. 2011-6 which allows the hiring of two part-time Recreation Coordinators and Ordinance No. 2011-4 which allows for the staffing of up to ten (10) Part Time Property Staff Members. These ordinances can be viewed on our City web site [www.willoughbyhills-oh.gov](http://www.willoughbyhills-oh.gov)

**RECREATION REPORT**

Gloria Majeski advised that this would be her last report to the Commission as Recreation Coordinator. Council has approved hiring of two part-time coordinators whose jobs will encompass taking care of the Community Center as well as Recreation Commission. Gloria introduced Kelly Wright who will be joining Kyle Overmeier who has been with the City for about a year overseeing the Community Center. **2011 Pancake Breakfast**. Attendance was down from previous breakfasts – 345 attendees + volunteers. With the exception of 13 gallons of pancake batter, Items purchased for this breakfast will be used for the following week's breakfast. The unused pancake batter was delivered to St. Herman's food pantry. **Ticket return** is due after last breakfast. **Easter Party (Saturday) April 16, 2011** will be the first event transitioned. Gloria has met and discussed this event with Kyle. The bunny has been scheduled. A discussion regarding use of plastic eggs as suggested by the Girl Scouts followed. Gloria will communicate to them that we will do something using plastic eggs. Girls Scouts will be volunteering at this event. There will be face painting, coloring, etc. Gloria will shop for the candy. **Softball/Baseball**. Registration is slow. Kelly Wright and Dennis Siedlak are handling the registration. Four (4) sponsors have been obtained for Girls Softball and two (2) sponsors for Boys Baseball. **Corn Fest 2011 (September 10 & 11, 2011)**. A preliminary meeting to discuss logistics, funding, etc. was held on February 17, 2011. Food vendor contracts have been sent out. Mike Santilly is working on field layout. **Craft Fair** vendor application forms have been sent out. Good response. **Safety Town (July 18-22, 2011)** is being orchestrated by the Police Department. As directed by the Commission at the February meeting, a basket has been donated and delivered to **WEAGT**.

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

No transfer of funds outstanding.

1/31/11 Balance      \$37,894.91

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

**UNFINISHED BUSINESS**

**Uniform bids.** A discussion regarding bidding out of softball/baseball uniforms ensued. Rick Helton spoke on behalf of the Boys League and stated he has obtained lower prices than he is currently getting. However he stated that his current supplier provides good service and service is important. Girls softball requires shirts, visors, shorts, balls, scorebooks, etc. The Boys pay no fee for their affiliation with the Western Reserve league. In 2010 the girls league paid an \$1800 fee to Willoughby softball participation. Gloria advised that the auditor's like three bids for whatever you do and also that it is not necessary to go to the expense of placing an add in the paper for the bids. After discussion it was the consensus of the Commission that the uniform requirements of baseball & softball be combined, specs be prepared, and three (3) companies be called for their quotes.

**NEW BUSINESS**

The Boys League was commended for a very nice event – Reverse Raffle held March 4, 2011. Rick Helton reported that the Boys League is planning to install new dugouts in the softball and baseball fields. Gloria stated that the City was unaware of these plans and stated the importance of communication and coordination between the City and Boys League on field improvements.

The City Newsletter is scheduled for distribution the first week in May. Please submit articles within the next couple of weeks. There will not be another newsletter until August.

Commission members expressed support of plans to rent the Willoughby Pool for a party for the Boys Baseball and Girls Softball members. Sometime in July.

**PUBLIC PORTION**

Mayor Weger introduced Dee Germono, Lynn Hallum and John Plecnik, Willoughby Hills residents who are interested in serving on the Recreation Commission.

Two TV's to benefit Corn Fest will be raffled on March 20 at the third pancake breakfast – a 42" plasma and 32" LCD. Tickets are \$5 each or 6/\$25. Also a car will be raffled during the Corn Fest. Tickets are \$20 ea. and will be available until September 11, 2011.

Public Portion was closed

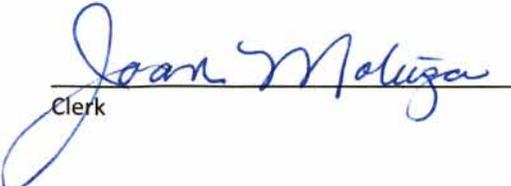
**ADJOURNMENT**

**MOTION:** Gloria Majeski moved that the meeting be adjourned.

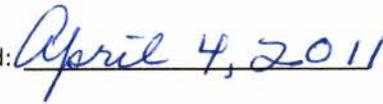
Seconded by Rick Helton.

Voice vote: Ayes unanimous

**Meeting adjourned at 7:45 pm.**

  
Clerk

  
Chairman

Date approved: 

3/16/11/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.