

MINUTES OF THE MEETING OF THE JOINT RECREATION BOARD OF THE VILLAGE OF OTTAWA HILLS, OHIO HELD ON SEPTEMBER 2, 2009 AT 7:30 A.M.

Chairperson Lori Dixon called the September 2, 2009 meeting of the Ottawa Hills Joint Recreation Board to order at 7:30 a.m. In attendance were Lori Dixon, Willis Day, Margaret Rodriguez, Norma King and Gretchen Rohm. Also in attendance were Cathleen Heidelberg, Superintendent of Schools, Marc Thompson, Village Manager and Dorothy Figy.

Mrs. King made a motion to approve the minutes of the August 19, 2009 meeting. Ms. Rohm seconded the motion which passed unanimously.

In response to a call for any comments from guests, no comments were forthcoming.

Discussion followed regarding the webpage which will soon become a website. It was suggested that the website include a section identified as "What Are We Working On" and should also include an item clearly stating that feedback regarding the efforts of the Recreation Board is welcomed. There will also be a calendar on the website so that citizens are aware of upcoming meetings.

Mrs. Rohm will determine whether or not the website can be linked directly to the Dynacal calendar operated by the school.

Also related to internet communication, the web address of [jrb@ottawahills.org](mailto:jrb@ottawahills.org) will be reserved and established as the address for email.

Mrs. Gottlieb entered the meeting at this time.

Mrs. Dixon then reviewed her notes related to the various meetings with the commissioners of the various athletic leagues. She stated that all seemed to be excited about the improvements that are anticipated related to the Joint Recreation Board. Among her notes were various comments related to how the different athletic organizations were organized. Baseball has approximately 120 children in grades two through six. Letters are sent to parents regarding the possibility of participating in baseball. T-ball seems more open but has fewer guidelines to follow. Evidently there is no house basketball for fifth grade and older and interest in basketball is identified through word of mouth. Soccer seems to be among the most coordinated with over 320 participants and rules indicating that everyone must play. Additional review of the notes from the commissioners meetings occurred. Discussion points included a coach's Code of Ethics which was reviewed with the commissioners. Training for coaches was not as popular with the commissioners due to the time constraints that already exist and the concern that additional training may diminish interest in volunteering. It was determined that the registration forms for the various programs were not standardized. There was an agreement that parents should sign an agreement when their child registers for a youth athletic activity.

Discussion of basic first aid, equipment and training occurred and commissioners seemed to like the idea of penalties for those teams or leagues which did not follow established rules. Penalties would likely involved prohibition from using public facilities.

After the meetings with the various commissioners it was clear that the finances for each league are controlled at the league and team level. Insurance is very inconsistent with some commissioners being very knowledgeable about insurance and others not even certain if

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insurance existed. They felt that a fee structure could increase to cover the cost of background checks.

A review followed regarding the proposed standards which were distributed. Mr. Day asked about the changes from the national standards. Mr. Day also suggested that outside legal review should occur and questioned where funds would come from for such an outside legal review.

Margaret Rodriguez said that she would send the marked up copy of the original national standards for everyone's review. The changes proposed from the national standards were based on the comments which occurred at the meetings with the various league commissioners. Mrs. Rodriguez asked if the Joint Recreation Board should join the National Alliance for Youth Sports Association. It was confirmed that use of the facilities in the Village would be contingent upon adopting the standards eventually established by the Joint Recreation Board. Those standards would include coaches' behavior, ethics, background checks, etc.

A question was raised about whether or not the standards apply to both travel and house leagues. Mrs. Gottlieb expressed the concern that the standards addressed age appropriate actions. Mrs. Dixon responded by stating that the proposed standards include specifics related to the age of the participants.

Cathy Heidelberg stated that many parents have expressed concern to her about individual coaches making rules, making the activities too intense for the age of the children involved.

Mrs. Dixon stated that standards are needed and maybe the standards would apply only to the house leagues first and travel teams could approach the board and come under the standards if they were interested in using the facilities.

Mrs. Rodriguez confirmed that the proposed guidelines were reviewed with commissioners of each of the leagues.

Mr. Day asked if the guidelines would apply to all leagues and teams and how would they be enforced.

Mrs. Dixon stated that they are guidelines and that the commissioner will be responsible for enforcing the guidelines and providing the sanctions for teams or leagues which don't follow the guidelines.

Mr. Day commented that some of the guidelines would seem more important than others. Substantial discussion followed regarding enforcement.

Ms. Rohm stated that it is a work in progress and will evolve over time since the starting place involves no existing rules or enforcement practices.

Mrs. Rodriguez mentioned that it appears as if the commissioners are not comfortable with dealing with bad coaches and have a concern about enforcing rules related to volunteers.

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Mrs. Figy commented that the commissioners are the biggest offenders of the rules and welcomed the idea that someone would be responsible for enforcement.

Regarding the Code of Ethics for coaches, input was received from the commissioners, some items were removed and the proposed Code of Ethics will be distributed.

Mr. Day briefly reviewed the draft of the Code of Regulations for the Recreation Board. It includes items such as notice of meetings, description of sub-committees, chairs for each committees must be approved by the board, etc. By next week Mr. Day will have a version emailed to everyone. He commented that it is a very basic set of regulations intended to provide the beginnings of an organizational structure for the Recreation Board.

Discussion followed regarding a group profile form intended to provide information regarding the various groups that exist so that a single location for such information can be identified.

Regarding the website, a page is up and running and Mrs. Rohm will be maintaining that at least in the near future. At this point, the webpage does not have the capacity for electronic forms to be completed, although that may occur in the future. She said that space on the website is not a constraint and believes it can be linked to Dynacal. Soon there will be a link from the Village website to the Recreation Board page.

In continuing discussion regarding background investigations Mrs. King raised questions that need to be resolved by the Recreation Board. Those questions include who reviews the background investigations, what standards are going to be used to determine what is unacceptable. Additional discussion followed regarding the best method for accomplishing background checks.

It was confirmed that the BASE will be in the gymnasium at the elementary school until 6:00 p.m. Therefore, that facility will not be available until after 6:00 p.m.

Mrs. Dixon described her view of the proposed task forces which would deal with specific tasks related to the overall function of the Recreation Board. She said each task force would be of limited life and would dissolve when their work was completed and she envisioned a task force which involves standards and philosophy which would include such things as a Code of Ethics for coaches, expectations regarding parents and participants. She suggested that Jeff Deckebach would be a good person to chair such a task force.

A second task force would involve maintenance and use of facilities. This task force would, for example, describe weather conditions during which outdoor facilities could or could not be used. It would describe the responsibility of the various users related to maintenance of the fields. A guide would be established for each facility. Mrs. Dixon stated that Jay Brewster had volunteered to lead such a task force and she thought he would be an excellent person to do so.

The third task force would establish guidelines regarding prioritization of use of the facilities taking into account seasonal sports, number of players, number of Village residents involved, etc. Margaret Rodriguez will assist with this task force. Mrs. Dixon will contact Burt Jamieson regarding being the chair of the task force. A fourth task force was identified as an enforcement task force which would establish how rules would be enforced and what type of

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sanctions might occur for those individuals, teams or organizations which did not follow the rules.

Discussion involved a possible car parade linked to the Homecoming at the high school. The parade would be sponsored by the Joint Recreation Board and end at the high school. The date of Homecoming is October 9 and that is the potential date for the parade.

Mrs. Dixon stated that she was developing a survey which would be sent to all citizens regarding areas of interest, age, and other information which would help develop programming in the future and identify both needs and resources available in the community.

Discussion followed regarding staffing for the Recreation Board. Currently there is a part-time employee, Dorothy Figy, employed by the Board of Education and a part-time employee, Beverly Gottlieb employed by the Village of Ottawa Hills.

Discussion involved replacing the two part-time people with one full-time person. Mrs. Dixon will put together a position paper which will be presented to the Village Council prior to their upcoming September 14 meeting. Margaret Rodriguez will represent the Recreation Board at that meeting because Mrs. Dixon will be unable to attend.

It was agreed that the next meeting of the Recreation Board will occur at 7:30 a.m. on September 16.

Additional discussion followed regarding concerns that had been brought to Mrs. Rodriguez's attention regarding youth football. Evidently concerned parents spoke to Tim Erickson, athletic director. He responded that he had nothing to do with youth football. It was agreed that this was the kind of problem that the Recreation Board or a full-time person would deal with although the Recreation Board wasn't in a position to deal with it at this point.

After brief additional discussion the meeting was adjourned at 9:15 a.m.

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Willis Day, Secretary