

MINUTES OF THE MEETING OF THE JOINT RECREATION BOARD OF THE VILLAGE OF OTTAWA HILLS, OHIO HELD ON SEPTEMBER 16, 2009 AT 7:30 A.M.

Chairperson Lori Dixon called the September 16, 2009 meeting of the Ottawa Hills Joint Recreation Board to order at 7:30 a.m. In attendance were Willis Day, Margaret Rodriguez, Norma King and Lori Dixon. Gretchen Rohm was not in attendance but expected momentarily. Also in attendance were Marc Thompson, Beverly Gottlieb and Nasrin Afjeh.

Chairperson Dixon asked if there were any guest comments. There were none.

The draft Code of Regulations was distributed for review by the Recreation Board. Substantial discussion involved Section 6(b) which related to voting. It was made clear that any reference to majority votes related to the majority of the Board, not the majority of members of the Board present. Therefore, action by the Board would require at least three votes. Substantial discussion followed regarding votes involving simple majority or a "super" majority which would be four out of the five votes.

Gretchen Rohm entered the meeting at this time.

Mrs. Dixon asked if a super majority was appropriate on all votes. There was discussion about which votes may be appropriate particularly those which would involve use of the facilities owned by either the school or the Village of Ottawa Hills.

Dorothy Figy entered the meeting at this time.

Discussion regarding an attendance requirement also occurred. This was related to the super majority discussion because failure of attendance could substantially hamper the Recreation Board's ability to take action. Mr. Day will modify the draft so that regular business would require a simple majority (three votes) and a vote regarding facility rules or usage would require a super majority (four votes).

The draft Code of Regulations would also be modified to include an attendance requirement with some recognition of excused and unexcused absences.

In response to a question from a member of the board it was confirmed that state law in Ohio requires a board member to be present at the meeting to vote so proxies or telephone votes are not permissible.

It was determined that a meeting of any sub-committee or task force of the Recreation Board was required to follow the same posting requirements as the board in its entirety. Mr. Day will get the modifications out to board members at least one week before the next meeting. It is anticipated that there will be a vote on the proposed Code of Regulations at the next meeting. Additional discussion followed and it was generally agreed that since the board was created by appointments from the School Board and the Village that vacancies would be filled by appointments from the appropriate organization. However, it is possible that the Code of Regulations should include some method for filling a vacancy if the appointing agency fails to do so in a reasonable period of time.

Margaret Rodriguez reported on her recent visit to the Village Council. She told the Recreation Board that the Council authorized a Recreation Board to investigate the possibility of creating a full-time position. Comments from members of the Council expressed concern about finances

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and suggested that it was a very aggressive schedule. Mrs. Rodriguez committed to returning to the Council meeting on October 5 with a business plan and she commented that Norma King made the motion at the Council meeting. Mrs. Rodriguez said that concerns expressed at the Council included the financial implications of the decision, the possibility of creating an additional layer of bureaucracy and concern that paid staff might begin to replace the strong level of volunteerism in the Village.

Mrs. King expressed concern about the Village of Ottawa Hills taking on the entire responsibility for the position and asked whether or not the school would be able to participate financially.

Mrs. Rodriguez said that Dorothy Figy's position was not as a school employee but worked on the basis of a purchase order. Evidently, Superintendent Cathy Heidelberg said that the Board of Education would commit the \$3000 currently paid to Dorothy Figy to the full-time position. She also commented a request could be made to the Board of Education for additional funding.

It was agreed that a business plan for the position as well as a job description would be needed prior to returning to the Council.

Discussion followed regarding revenues and expenditures. There was some confusion as to whether or not the individual programs brought in more revenue than expenditure. Additional discussion will follow.

Chairperson Dixon said that she expected the full-time position would increase the number of volunteers because volunteering would be easier because of some continuity from year to year in each program. Certain procedures would already be in place such as scheduling requirements, expectations for coaches, etc., so volunteers would not be starting from scratch.

Margaret Rodriguez volunteered to work on a financial plan for the full-time position. Lori Dixon will find someone to develop a job description for the position.

Mr. Day asked if there would be a meeting of the Recreation Board before the next Council meeting to make sure that everything is approved by the Recreation Board. Mr. Day expressed concern that the Recreation Board may have an unrealistically aggressive time schedule for the consideration of a full-time position.

Chairperson Dixon responded that she wanted to be certain that it was not the Recreation Board that was holding up Council action and that it can be done and presented to the Council in an appropriate time it should be and that the Recreation Board should work towards the October 5 deadline if possible. Mrs. Rodriguez said that without a full-time person she thought the Recreation Board was spinning its wheels and that the sooner a position could be filled the better.

Mr. Day commented that he understood the reason for the person to move quickly but also recognized that the Village Council and the Board of Education were public bodies and they don't generally move very fast.

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Mrs. King said that, along those same lines, she was concerned about the financial implications of the proposal particularly since there was no mention of user fees in the discussion regarding the position. Mrs. Dixon said that that would be part of the business plan which would describe the source of various revenues.

Some discussion followed regarding whether or not all of the funds for the various youth athletic groups would pass through the Recreation Board. Mrs. Rodriguez said that the various groups may wish to keep most of their own money. Mrs. Figy said that that was a problem because the recent commissioner of the youth football league took some of the money.

Mrs. King emphasized the need to be very thorough as related to revenue sources for future Recreation Board endeavors.

Lori Dixon and Margaret Rodriguez will work on the business plan with the first step reviewing the existing revenues and expenditures for the past two years.

Attention then turned to task force assignments with Mrs. Dixon stating that a Standards and Philosophy Task Force would be established and she had asked Jeff Deckeback to chair that task force. A second task force involving facilities would be chaired by Jay Brewster and a third task force dealing with priorities for facility use would be chaired by Burt Jamieson. Each task force would dissolve as soon as its work was done and its work would be related strictly to the topics identified.

Another meeting of the Youth Athletic Commissioners was scheduled for 7:30 a.m. on September 23. She said that the football group would not participate in the commissioner's meeting.

The survey will be completed and ready to mail next week. Volunteers will still stuff the envelopes.

The parade is scheduled for October 9 and the school is involved as it relates to Homecoming. The parade will start at approximately 6:00 p.m. at the Village offices and conclude at the school at about 7:00 p.m.

Margaret Rodriguez agreed to represent the Joint Recreation Board at future PTO meetings since she attends those meetings anyway.

Mrs. King distributed a list of disqualifiers for youth volunteers. This list of disqualifiers came from the National Youth Sports Alliance.

It was agreed that the next two meetings would be on October 7 and October 21. At 8:50 a.m. the meeting was adjourned.

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Willis Day, Secretary