

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

June 6, 2012

CALL TO ORDER: 7:02 pm  
PRESENT: Dan Philipp, Chairman  
Barbara Araps, Dee Germano, Laura Lenz, Gloria Majeski, Jeanette Nelson,  
ABSENT: Lynn Hallum, Joseph Jarmuszkiewicz, David Pawar, John Plecnik,  
Council Representative Christopher L. Biro  
ALSO PRESENT: PT Recreation Coordinator Ann Hassoldt-Fenoff  
PT Recreation Coordinator Denise Edwards  
Joan Motuza, Clerk

**DISPOSITION OF MINUTES OF MAY 2, 2012**

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

**CORRESPONDENCE**

5/5/12 email to Council from Gloria Majeski – Re Community Center Rate Analysis  
5/30/12 email to The News Herald – Public meeting notification  
Reports: Community Center Report as of 5/31/12  
460 Fund Financial Report as of 5/31/12

**COUNCIL REPRESENTATIVE'S REPORT**

Gloria Majeski reported that Representative Chris Biro advised her that Council is working on getting a meeting together regarding Community Center rates.

**RECREATION REPORT**

**WH Appreciation Day @ Classic Park** – Good attendance. 50 tickets sold – 70 food vouchers. Food vouchers a good idea. Final report will be presented at the next meeting. **Pancake Breakfast & Easter Party**. Numbers not yet finalized with Finance Department. To be presented at next meeting. **Baseball and Softball**. Weather cooperating, games going well. **Safety Town – June 18-22**. 15 children enrolled. Looking for additional registrants. **Flea Market – August 11**. Spaces are still available. Table charge is \$20 for residents, \$30 for non-residents. Applications can be obtained from the website or at the Community Center. **Craft Fair – October 13**. 75-79 spaces are available, 50 of which are filled. Cost is \$40/table. **Community Center**. Several cancellations – most because there has been a change in venue or the event has been cancelled. Lions and Schaffer room are the most popular rental rooms. Weekend usage of **Campbell Park** is filling up. **Corn Fest 2012**. Gloria Majeski provided an event update and overview on marketing. Meeting is being held with event planners. Information is on the website – [www.cornfest.com](http://www.cornfest.com)

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

Fund Balance 5/31/12 = 38,041.74

Note: Released June 9, 2009 – \$23,000 for layout, design and construction of bocce courts.

Rescinded April 4, 2012 - \$23,000 for layout, design and construction of bocce courts.

Released April 4, 2011 - \$1000 to Maple Grove Grange for completion of handicap bathroom on main floor.

\$816.92 has been withdrawn from the \$1000 released for bathroom completion.

**Released April 4, 2012 – Up to \$25,000 for construction of the Garfield soccer fields. Note: Financial statements do not reflect withdrawal until the purchase order is paid.**

Withdrawn to date: 5/31/12

Engineering Fees (Baller)	1,750.00
Equipment Rental (Southeastern Equip. Co.)	2,600.00
Landscaping Materials (Village Outdoors)	2,000.00

The Commission members were confused as to how to correctly interpret this financial report. Chairman Phillips will discuss this with the Finance Director and advise. Chairman Phillip stated that it appears that to date, with the \$25,000 released for the soccer fields, approximately \$19,000 (plus money to be deposited in 2012) is available in the account.

**UNFINISHED BUSINESS**

**Soccer Fields.** Equipment was rented to do the grading. Drainage pipe has been installed according to Baller's specifications. Grass will be planted next week. The Fire Department will water. It is anticipated that the fields will be ready for fall play.

**Christmas Card Lane.** Chairman Philipp deferred this item to the September meeting. The Commission suggested that the first Sunday in December be set as the traditional date for this event each year.

**Community Center rate meeting.** Gloria Majeski and Lynn Hallum are the two designates from the Commission. However, Chairman Philipp urged all Commission members to attend. Coordinator Edwards advised that they are communicating with potential users looking into classes which can be held at the Center. Room usage would be based on hourly rates.

**NEW BUSINESS**

**WE property utilization agreement.** Coordinator Fenoff and Gloria Majeski attended a meeting with the Willoughby-Eastlake schools at which utilization of school properties and city fields was discussed. They came to an agreement with Willoughby-Eastlake schools for usage of basketball facilities for Willoughby Hills. They also discovered that one of the cities was being paid \$100 a week for the use of their football field. We will now be getting paid for usage of our fields.

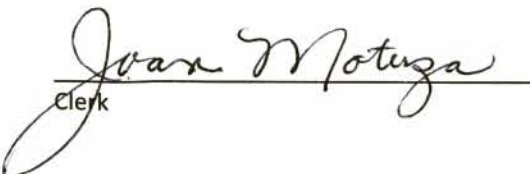
**Summer Meetings.** The Commission decided not to meet during the months of July and August. The next meeting is scheduled for Wednesday, September 5, 2012. Communication regarding events will be done via email.

**PUBLIC PORTION**

No public present

**ADJOURNMENT**

There being no further business the Chairman adjourned the meeting a 7:41 pm.

  
Clerk

  
Chairman

Date approved: September 5, 2012

8/14/12/jdm

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.