

Seneca County Park District Board of Park Commissioners

May 9, 2023 – 9:00AM

Park Office: 3362 S TR 151, Tiffin OH 44883

Regular Meeting Minutes

Janet Shutt called the meeting to order at 8:58 AM.

Roll Call:	Jakob Boehler	<u>present</u>	Sarah Betts	<u>present</u>
	Lori Hall	<u>present</u>	Shelly Smola	<u>present</u>
	Lee Martin	<u>present</u>		
	Jacob Price	<u>present</u>		
	Janet Shutt	<u>present</u>		

Staff & Guests: Linda Rose, Kim Wickman, Melanie Zender, Catherine Gase, & Vicki Johnson.

Consent Agenda: A motion was made by Lori Hall to approve the meeting agenda and the minutes of the 03/14/23 regular meeting and the 4/13/23 Governance, Policy & HR Committee meeting. Motion was seconded by Lee Martin, and was approved unanimously by roll call vote of members present.

Financial Reports: A motion to approve the financial statements was made by Jakob Boehler and seconded by Jacob Price. Motion was approved unanimously by roll call vote of members present.

Executive Director's Report presented by Sarah Betts (see attachments for full report).

- No updates to the written report

Programs Report presented by Linda Rose

- Programs are going extremely well, with good turnout numbers, including 81 registrants for the most recent full moon hike.
- Summer Camps also have strong registration numbers.
- June – September programs have been finalized.

Operations & Natural Resources Report presented by Kim Wickman (see attachments for full report).

- Kim provided an overview of her written Operations Report, and thanked the board for the annual bonus staff received this year.
- The new four bay garage at Fruth Wetland Nature Preserve is awaiting final inspection, and a fuel tank has been installed.
- Seasonal mowing, shelter/restroom cleanup, tree trimming/removal and general routine maintenance have been ongoing.

Public Comment: Catherine provided an update on the golf outing planned for Sunday June 4, at Loudon Meadows Golf Course and thanked everyone involved for their support. 14 teams have registered, and 16 hole sponsors have been confirmed so far. Many donations have been received for use as raffle prizes, and will be organized into baskets on May 17 at Fruth at 1PM.

Unfinished Business:

Resolution 05-09-2023 #1: Approving the adoption of revised Park Bylaws, as recommended by the Governance, Policy & HR Committee. A motion to approve the resolution was made by Lori Hall and seconded by Jakob Boehler. Motion was approved unanimously by roll call vote of members present.

Board Policy: Approving the adoption of updates to board policy as recommended by the Governance, Policy & HR Committee. A motion to approve the updated policy was made by Jacob Price and seconded by Lee Martin. Motion was approved unanimously by roll call vote of members present.

Employee Guide updates: Accepting the adoption of updates to the employee guide, as recommended by the Governance, Policy & HR Committee. A motion to approve the updates to the employee guide was made by Lori Hall and seconded by Jakob Boehler. Motion was approved unanimously by roll call vote of members present.

Amended Office Lease: Approving the acceptance of an amended lease for the Park District's office space, with an amended amount not to exceed \$8,239. A motion to approve the amended office lease was made by Lee Martin and seconded by Jacob Price. Motion was approved unanimously by roll call vote of members present.

Nature Education Building Funding: A motion to request funding for the Nature Education Building construction at Fruth Wetland Nature Preserve in the amount of \$450,000 from the Tiffin Community Foundation Park Endowment Fund was made by Lori Hall and seconded by Jacob Price. Motion was approved unanimously by roll call vote of members present.

New Business: N/A

Executive Session: N/A

Adjournment: Motion to adjourn was made by Jakob Boehler, seconded by Lee Martin, and was approved unanimously. Meeting adjourned at 9:46 AM.

Next Meetings:

Regular Meeting:	June 13, 2023 – 2:30 PM Community Park - TBA
Regular Meeting:	July 11, 2023 – 2:30 PM Community Park – Republic

Respectfully Submitted by: Shelly Smola, Board Secretary