

Seneca County Park District Board of Park Commissioners
January 09, 2024 – immediately following the 9:00AM Organizational Meeting
Park Office: 3362 S TR 151, Tiffin OH 44883

Regular Meeting Minutes

Jakob Boehler called the meeting to order at 9:06 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>absent</u>		
	Jacob Price	<u>present</u>		
	Janet Shutt	<u>present</u>		

Staff & Guests: Kim Wickman

Consent Agenda: A motion was made by Jacob Price to approve the meeting agenda and the minutes of the 12/12/23 regular meeting. Motion was seconded by Lori Hall, and was approved unanimously by roll call vote of members present.

Financial Reports: A motion to approve the December 2023 financial statements was made by Lori Hall and seconded by Janet Shutt. Motion was approved unanimously by roll call vote of members present.

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

- Sarah provided an overview of her written Director's Report and the 2023 Impact Summary.
- Sarah shared plans for hunting at the future Clary-Boulee-McDonald Nature Preserve.
- Temporary camping is planned at Garlo Heritage Nature Preserve for the upcoming solar eclipse. The permit is still awaiting the approval of the Seneca County Health Department.
- An update was given on the Fruth Nature Education Building Fundraising progress. All hard costs of construction will need to be fully funded before breaking ground.

Programs Report presented by Sarah Betts

- Winter Camp numbers were down this year.
- The February – May 2023 programs have been finalized.
- Hunter survey results were shared (see attachment for full report).
- A new "Snow Bunny" program will debut on January 16th, where park visitors can use clues to search for Snow Bunny in various park locations.

Operations & Natural Resources Report presented by Kim Wickman

- The St. John's Mill River Access parking lot has been finished and signage is up.
- Several trees are to be taken down throughout the parks, due to risk of fall damage.
- Restoration and remodeling projects continue at the Bowen house.
- Shelving will be added to the four bay garage at Fruth for enhanced functionality.

Public Comment: N/A

Unfinished Business: N/A

Request to Tiffin Community Foundation: Approving and Authorizing the Executive Director to make a request to Tiffin Community Foundation to suspend the annual distribution to the Park District from the Park District Endowment Fund, and instead requesting a one-time amount of

funding for the Nature Education Building project. A motion to approve the resolution was made by Lori Hall and seconded by Janet Shutt. Motion was approved unanimously by members present.

New Business:

Resolution 01-09-2024 #1: Accepting and Approving the Report of 2023 Donations and Grant Funds. A motion to approve the resolution was made by Lori Hall and seconded by Jacob Price. Motion was approved unanimously by roll call vote of members present.

Resolution 01-09-2024 #2: Approving a resolution for the intent to sell property by internet auction in calendar year 2024. A motion to approve the resolution was made by Lori Hall and seconded by Jacob Price. Motion was approved unanimously by roll call vote of members present.

Resolution 01-09-2024 #3: Authorizing Transfer of Funds in the amount of \$3,000.00 from 2188 Park "Transfer Out" expense account to 2209 Preschool "Transfer In" revenue account. A motion to approve the resolution was made by Janet Shutt and seconded by Lori Hall. Motion was approved unanimously by roll call vote of members present.

Board Meeting Schedule Adjustment: Approving a change to the regular board meeting scheduled, moving the 04/09/2024 regular meeting to 04/16/2024 in order to accommodate park operations relating to the solar eclipse. A motion to approve the resolution was made by Jacob Price, seconded by Lori Hall. Motion was approved unanimously by members present.

2024 Park Planning Meeting: After establishing a mutually acceptable date and time for staff and board members, a 2024 Park Planning Meeting was scheduled for 01/24/2024 from 2:00-4:00 PM. Location to be determined.

Executive Session:

- A motion was made by Lori Hall, and seconded by Janet Shutt to enter into executive session to discuss personnel matters at 9:28 AM, and was approved unanimously by roll call vote of members present
- A motion to exit executive session was made by Lori Hall, seconded by Janet Shutt, and was approved unanimously. The Board exited executive session and reconvened the regular meeting at 9:36 AM.

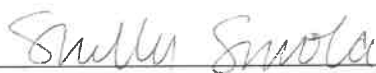
Employee Retention Bonuses: A motion to authorize a total amount of \$21,000 to be awarded to staff as one-time discretionary bonuses, payable on the next available payroll was made by Lori Hall, seconded by Jacob Price and was approved unanimously by roll call vote of members present.

Adjournment: Motion to adjourn was made by Jacob Price, seconded by Lori Hall, and was approved unanimously. Meeting adjourned at 9:38 AM.

Next Meetings:

Regular Meeting: February 13, 2024 – 9:00AM
SCPD Park Office

Regular Meeting: March 12, 2024 – 9:00AM
SCPD Park Office



2/13/24

Respectfully Submitted by: Shelly Smola, Board Secretary