

**MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION**

Tuesday, November 27, 2018

8 a.m. Work Session

9 a.m. Meeting

Lost Creek Reserve Administration Office

Present: Mr. Doug Haines, Dr. Robert Malarkey, Mrs. Elizabeth Gutmann, Scott Myers, Kevin Swanson, Cinda Hanbuch-Pinkerton, Chris Thompson, Janeen Selanders, Dale Gade and Nate Metz. Guests included John Wannemacher and Mr. & Mrs. Jim Metz.

MINUTES – Mrs. Gutmann made a motion to accept the minutes of the October 23, 2018 board meeting, seconded by Dr. Malarkey, motion unanimously carried.

BILLS AND RECEIPTS - Dr. Malarkey made a motion to approve the bills and receipts as presented, seconded by Mrs. Gutmann, motion unanimously carried.

GIFTS AND DONATIONS – Mrs. Gutmann made a motion to approve the donations, seconded by Dr. Malarkey, motion unanimously carried.

NEW BUSINESS

- A. **Swearing in of Park Ranger Nate Metz – Mr. Haines swore Nate Metz in as a Park Ranger for Miami County Park District.**
- B. **RESOLUTION 1244-18 - Approval of transfers 10/17/18-11/19/18 - Dr. Malarkey made a motion to approve resolution 1244-18, seconded by Mrs. Gutmann, motion carried unanimously.**
- C. **RESOLUTION 1245-18 – Authorization to close all Miami County Park District offices December 24 and December 31 and observe both days as holidays - Dr. Malarkey made a motion to approve resolution 1245-18, seconded by Mrs. Gutmann, motion carried unanimously.**
- D. **RESOLUTION 1246-18 - Authorization to amend the current board approved Miami County Park District Employee Manual to revise the definition of Law Enforcement work week to be computed on an eighty (80) hours per pay period basis - Dr. Malarkey, made a motion to approve resolution 1246-18, seconded by Mrs. Gutmann motion carried unanimously.**

OLD BUSINESS

- A. **FOUNDATION – No updates to report. The donations for the Dr. Paul & Tanya Legacy Grove are beginning to come in.**

OTHER BUSINESS

A. Staff Reports

A. Deputy Director – Kevin had no addition to his written report but did add that Candace Goodall is working on numbers for the proposed restroom facility for Lost Creek Reserve. Mr. Haines feels we should be searching for sponsorships within the community.

B. Operations – Dale displayed a photo of the new metal roof on the barn at Charleston Falls Preserve. He said nine surveillance cameras have been added within the parks and more will be added in 2019. Dale added that the Operations Dept worked a total of 560 hours for Fall Farm Fest, including planning, preparations, the event and cleanup.

C. Marketing – Amanda is attending Leadership Summit in Columbus.

D. Education – Cinda had no addition to her reports but did say they are working on new programs.

E. Executive Director - Scott has no addition to his written report but does need to go into executive session to discuss personnel.

Dr. Malarkey moved to adjourn the meeting into executive session, seconded by Mrs. Gutmann motion carried unanimously.

The Board came out of executive session. Dr. Malarkey made a motion to approve a \$2,000 bonus to Scott Myers and Kevin Swanson, seconded by Mrs. Gutmann, motion carried unanimously.

There has been a request to serve alcohol at a few new proposed adult programs. After some discussion, the Board wants to ensure safety and other regulations are followed. **Mrs. Gutmann moved to approve the purchase of alcohol for the programs, seconded by Dr. Malarkey, motion carried unanimously.**

Dr. Malarkey moved to adjourn the meeting, seconded by Mrs. Gutmann, motion carried unanimously. The meeting was adjourned at 10:11 a.m.

J. Scott Myers

R. Douglas Haines