

**MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION MEETING
Tuesday, December 19, 2023
Heritage Hall at Lost Creek Reserve
8 a.m. Work Session - 9 a.m. Meeting**

Present: Dr. Robert Malarkey, Jay Meyer, Scott Myers, Kevin Swanson, Dale Gade, Cinda Hanbuch-Pinkerton and Chris Thompson. Elizabeth Gutmann attended by phone. Lisa Myers was present for the swearing in of Ranger Seana Raiff.

MINUTES – Jay Meyer made a motion to accept the minutes of the November 14, 2023 board meeting seconded by Elizabeth Gutmann, motion unanimously carried.

BILLS AND RECEIPTS – Elizabeth Gutmann made a motion to approve the bills and receipts as presented, seconded by Jay Meyer, motion unanimously carried.

GIFTS AND DONATIONS – Jay Meyer made a motion to approve the gifts and donations as presented, seconded by Elizabeth Gutmann, motion unanimously carried.

NEW BUSINESS

- A. Swearing in of Park Ranger, Seana M. Raiff – Dr. Malarkey swore Seana Raiff in as a Park Ranger for the Miami County Park District.
- B. RESOLUTION 1581-23 – Additional Appropriations Request - Jay Meyer made a motion to approve Resolution 1581-23, seconded by Elizabeth Gutmann, motion unanimously carried.
- C. RESOLUTION 1582-23 – Transfers 11/6/23 through 12/7/23 - Elizabeth Gutmann made a motion to approve Resolution 1582-23, seconded by Jay Meyer, motion unanimously carried.
- D. RESOLUTION 1583-23 – Authorization for the Executive Director to submit the Miami County Park District 2024 Final Budget to the Miami County Auditor's Office - Elizabeth Gutmann made a motion to approve Resolution 1583-23, seconded by Jay Meyer, motion unanimously carried.

OLD BUSINESS

- A. Foundation – The second meeting if the committee was postponed until January.
 - a. Minutes - November 6, 2023

OTHER BUSINESS

A. Staff Reports

- a. Deputy Director – Kevin said there is over \$58,000 from the ODOT fund for the next project. In January we will discuss what project to move forward with.

Kevin gave an update on the John Wannemacher mitigation project. They are moving into the planting phase with over 26,000 trees.

Kevin included the credit card compliance meeting minutes in the board packet.

The all-staff meeting is January 17, and the board members are invited to attend.

- b. Operations – Dale passed around photos of the maintenance building floors. The final project will be the kitchen cabinets.

The Holiday Lights storage building should be completed this week.

- c. Marketing – Amanda was absent.
- d. Environmental Education – Cinda said 100 people attended the Holiday Lights walk through and 85 kids for the Santa Night program.
- e. Executive – Scott said Preservation Parks of Delaware County is coming this week to tour Heritage Hall for ideas for a building they are renovating.

EXECUTIVE SESSION

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

The Board came out of executive session. Elizabeth Gutmann made a motion to approve a 5% raise for Scott Myers and Kevin Swanson for 2024, seconded by Jay Meyer, motions unanimously carried.

Jay Meyer moved to adjourn the meeting, seconded by Elizabeth Gutmann, motion unanimously carried. The meeting was adjourned at 10:45a.m.

J. Scott Myers

Dr. Robert Malarkey