

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
WORK SESSION MEETING MINUTES  
May 15, 2012**

A work session of the Geauga Park District Board of Park Commissioners was held on May 15, 2012 at Donald Meyer Center, Chardon, Ohio. The meeting was called to order at 1:03 p.m. President James Patterson was in the Chair. Commissioners John Leech and Michael Petruziello were present.

Employees Present:

Thomas Curtin, Executive Director  
Keith McClintock, Deputy Director  
Kathy Hanes, Executive Secretary  
Paige Hosier, Marketing & Administrative Services Director  
Robin Pilarczyk, Human Resources Manager

Guests:

None

**ADOPTION OF THE AGENDA**

Mr. Leech moved to adopt the agenda for the meeting.

Mr. Petruziello seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. Petruziello	Yes
Mr. Patterson	Yes
Mr. Leech	Yes

**NEW BUSINESS**

Work Session with the Human Resources Department

Mr. Patterson provided background on the reason for the work session (to delve deeper into the various aspects of the Park District and its departments).

Mrs. Pilarczyk discussed how she is involved in all human resource matters relating to Geauga Park District. In regard to personnel, she shared with the Board a breakdown of current staffing (the male-female ratio of GPD employees is 37:24, with the average age being 44). Mrs. Pilarczyk reviewed the organizational chart and described the process used for employee evaluations. Mr. Patterson asked about employee compensation and Mr. McClintock explained the compensation system and how it works.

Mrs. Pilarczyk provided each Commissioner with GPD's accident/injury report from 2011 and explained the worker's compensation process. In regard to employee benefits, she shared health care data for 2012 and talked about the wellness initiatives being implemented to lower health care costs. She stated that she works closely with Geauga County officials on health care issues as well as loss time prevention, personnel, safety and work status changes. Mrs. Pilarczyk mentioned that the Park District is actively involved with United Way and that the staff has raised funds and collected food items over the years to benefit the residents of Geauga County.

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**ADJOURNMENT**

The meeting was adjourned at 1:45 p.m.

**SUNSHINE LAW COMPLIANCE**

It is declared that notification of this meeting and any business conducted therein by the Geauga Park District Board of Commissioners was in compliance with Ohio's Sunshine Laws.

Respectfully submitted,

---

Thomas Curtin, Executive Director

---

James Patterson, President