

**GEAUGA PARK DISTRICT
BOARD OF PARK COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
December 18, 2012**

The special meeting of the Geauga Park District Board was held on December 18, 2012 at the Donald W. Meyer Center, Chardon, Ohio to discuss personnel. The meeting was called to order at 3:06 p.m. President James Patterson was in the Chair. Commissioners John Leech and Michael Petruziello were present.

Employees Present:

Tom Curtin, Executive Director
Anna McDonald, Executive Secretary
Paige Orvis, Marketing & Admin. Services Director
Amanda Stith, Development Associate
Dawn Sweeney, Secretary
Eileen Smith, Administrative Services Coordinator
Robin Pilarczyk, Human Resources Manager
Michele Pennell, Chief Financial Officer

Guests:

John Karlovec, *Geauga County Maple Leaf*
Skip Claypool

Board President James Patterson reviewed the guidelines regarding public input at Park Board meetings.

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

INTRODUCTION OF GUESTS

Mr. Curtin welcomed GPD Staff Members and guests in the audience.

OPEN TO THE PUBLIC

There were no questions from the public

UNFINISHED BUSINESS

There was no unfinished business

NEW BUSINESS

Financial Information for January 3, 2013 Board Meeting: The schedule for transmitting the financial information for the January 3rd Board Meeting was outlined to the Board. Transmittals will be via e-mail:

December 31st – All financials excluding the last day of deposits
January 2nd – Income and Cash Balance Statements

Ellerin Barns: Mr. Curtin advised the Board that the January 3, 2013 agenda may include a request to declare the two Horse Barns located on the Ellerin land as surplus property and to approve bringing them to auction. The barns are currently in disrepair and the Park District is securing the opinion of contractors to help ascertain public interest in bidding on demolition of the barns for the scrap material. The Board requested an estimate

on cost of demolition if the Park District performed the project. The Board also requested a copy of a memo from the Ranger Department supporting the decision to remove the barns due to safety reasons.

EXECUTIVE SESSION – ROLL CALL

Mr. Leech moved to go into Executive Session at 3:11 p.m. for the purpose of discussing personnel.

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

The Board returned from Executive Session at 4:09 p.m.

The following item was brought forward:

Mr. Patterson advised that the Executive Session dealt with the evaluation of the Executive Director’s performance. He advised that there were a number of positive items regarding the operation of the park this year, some being the successful levy, Observatory Park, the Chip Henry Institute and strengthened programming.

Mr. Leech moved to include the Executive Director with the other Park District employees for a 2% pay increase effective the first pay of 2013.

Mr. Patterson 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

Mr. Leech requested the minutes reflect that he felt Tom Curtin has done a great job this year.

ADJOURNMENT

The meeting was adjourned at 4:09 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 G. Curtin, Executive Director

James F. Patterson, President