

## MILL CREEK METROPARKS COMMUNITY ENGAGEMENT COMMITTEE

MINUTES OF MAY 31, 2018

PRESENT: James Bolchalk, Ed Howley, Frank Krygowski, Anne Liller, Rick Shale, Emily Young and staff liaison Jaime Yohman. Absent: Pat Rose

Shale called the meeting to order at 9:01am. Minutes from the May 4, 2018 meeting were approved.

Discussion immediately centered on the request by Lee Frey, Board President, concerning the submission of more comprehensive standing committee minutes. When our committee had its first meeting, we unanimously adopted Robert's Rules of Order as our parliamentary authority. We feel our minutes reflect those guidelines.

Our committee feels that the board and the public would be well-served by a comprehensive document that summarizes what the committee has done in its meetings. Therefore, we offer the following policy or rule change for possible adoption:

During the fourth quarter of every calendar year, each standing committee shall provide the park board with a written report of their activities of the past year. This report should include a list of committee members, projects considered, actions taken and any policies proposed to the park board.

Our Rationale: The current policy on Standing Committees, paragraph g., states "Each Standing Committee will meet at least two times a year and will report to a meeting of the Board at least once a year." This does not indicate whether the report is to be oral or written. Oral reports would not become part of the public record, but written reports would. Adoption of the proposed policy stipulating written reports would insure a comprehensive public record available to both the board and the public. Such a document would be far more user-friendly than forcing an interested party to search through the park website for individual minutes of the committee meetings.

Bolchalk made a motion to approve wording of the proposed policy, Howley seconded, and the motion passed unanimously. Shale will present it at the next board meeting scheduled for Monday, June 18, 2018.

Shale and Yohman briefly mentioned that the Board has asked our committee to look into the possibility of a refrigerated ice rink at the volleyball courts at the Wick Recreation Area. We will start discussion on this topic once our revision of the Volunteer Handbook is complete.

The rest of the meeting was extensive discussion, page by page, of the first rough draft of the Volunteer Handbook. Young had prepared and emailed this document to us, based on our previous recommendations and discussions. Thank you, Emily.

Meeting adjourned at 11:14am. Our next meeting is scheduled for **Monday, July 16 at 10:00am, McMahan Hall.**

Anne Liller, Secretary