

Canfield, Ohio  
November 17, 2008

The Board of Park Commissioners of Mill Creek MetroParks met in Regular Session on Monday, November 17, 2008, at 6:00 p.m., with members M. Virginia Dailey, and Rick Shale present. Carl Nunziato was absent

Dr. Shale moved the Minutes of the Meetings of October 20, 2008, be approved. The motion was seconded by Ms. Dailey and passed.

Dave Christy, Treasurer, presented the Treasurer's Report. Dr. Shale moved, the funds having been certified as on hand and duly appropriated, that disbursements # 45291 through # 45502 be approved.

The motion was seconded by Ms. Dailey and the vote taken resulted as follows:

Voting Aye: Dailey, Shale  
Voting Nay: None

Dr. Shale further moved that the following income be appropriated:

General Fund:

Property Acquisition-Capital      \$40,000.00

The motion was seconded by Ms. Dailey and the vote taken resulted as follows:

Voting Aye: Dailey, Shale  
Voting Nay: None

Dennis Miller, Golf Director, presented a new golf yardage/score card proposal. The card would be provided free of charge, being supported by sponsors who would be acknowledged on it. The map of each hole, as well as other information on the card, would be linked to our website. During discussion the Board confirmed that we would have the right to approve all sponsors recommended by the card's provider, as well as the content of the acknowledgement. We also discussed how the used scorecards would be recycled.

Tom Bresko, Recreation and Programs Department Director, presented for approval a request from the Peace Race Foundation to hold their annual Peace Race in Mill Creek Park, on Sunday, October 4, 2009. Part of the race this year will be dedicated to Mindy Henning and the Henning Scholarship Fund.

Dr. Shale motioned that the request be approved. The motion was seconded by Ms. Dailey and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Dailey, Shale  
Voting Nay: None

Dave Imbrogno, Executive Director, and Linda Kostko, Development & Marketing Director, presented a proposal to co-sponsor Youngstown Playhouse's "Cinderella Brunch" at the MetroParks Farm on November 29, and December 6, 2008. There will be a charge for the event, and the MetroParks will not charge for the room rental. After discussion, Dr. Shale motioned that he request be approved.

The motion was seconded by Ms. Dailey and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Dailey, Shale  
Voting Nay: None

Dave Imbrogno requested approval of the purchase of a house at 104 McKinley Avenue, adjacent to Fellows Riverside Gardens, for use as an intern and guest house. Mr. Imbrogno is requesting authorization for the Executive Director to proceed with the purchase and sign all necessary paperwork.

Dr. Shale motioned that the request be approved. The motion was seconded by Ms. Dailey and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Dailey, Shale

Voting Nay: None

Staff Report - Executive Director, Dave Imbrogno:

\* Mr. Imbrogno reported that the long range planning process is well underway with the MetroParks Leadership Staff. A format for the plan and planning process was created. Initial discussions and base line materials to begin a broader discussion with other staff and the public were put together. The baseline materials included ideas for updating the MetroParks mission statement, an initial list of organizational values and beliefs, the beginnings of a vision for the future and, some preliminary "pathways" to reach that vision. Other staff and the Commissioners will be invited to the next meeting.

\* Voice mail will be installed at the Administration Building in Canfield tomorrow - Dave Christy gave information about the project.

\* The staff is working with MicroDoctor to set up an online file accessible by all MetroParks staff and locations or sharing documents, forms, policies, etc. There would also be the ability to submit forms online saving quite a bit of paperwork, interoffice mail and time. All functions will also be possible to access from home or when travelling.

\* Our collaboration with WYSU to offer a tree planting in the MetroParks as a premium for those pledging at the \$120 level has attracted almost 50 pledges and nearly \$6,000. There were 17 pledges last year when the tree planting was part of a national project. In addition, Dave Imbrogno and Keith Kaiser both did half hour spots on air to talk about the MetroParks and help support the fundraiser.

\* The Mindy Henning Scholarship Fund has exceeded its initial goal of \$10,000. It is currently at \$11,320.

\* Channel 33 WYTV did a feature on Lanterman's Mill for Halloween. It included a light-hearted search for ghosts with the Mahoning Valley Paranormal Society. None were found.

\* Raiser's Edge Fundraising software was ordered for our Marketing & Development Director which will enable her to significantly upgrade our Development record keeping system and allows shared access with the Friends of Riverside Garden's records.

\* The new website will go live in December.

\* Treasurer Dave Christy, Chief of Police Nate Pinkard, and Board Member Rick Shale attended a seminar on current and new public records requirements. The full staff will be briefed about this important topic soon.

\* The function of the Administrative office that relate to public contact (greeting visitors, answering the phone, reservations etc) has become part of the Marketing and Development Department. This is part of an ongoing process to focus each department on the functions they do best.

\* Mike Carver, the employee who was seriously injured in an auto accident while working, will be going home from the hospital shortly. He is healing remarkably well.

\* The project to rebuild the old stone staircase at Pioneer Pavilion is going well, and should be completed by mid-December, weather permitting.

\* The Wick Recreation Area Tennis Court Project was going well until the snow hit; resurfacing may be delayed until spring.

Keith Kaiser, Horticulture Director, presented a board and staff education presentation, summarizing the MetroParks Emerald Ash Borer Management Plan.

Ms. Dailey announced that the next Regular Board Meeting has been scheduled for Monday, December 15, 2008, 4 p.m., at the MetroParks Farm, Classroom A. She noted that the time might be moved to 3:00 p.m. and advised all attendees to check the before coming.

Dr. Shale moved the Board meet in Executive Session for the purpose of discussing real estate issues, and personnel matters.

For Executive Session: Dailey, Shale

Against Executive Session: None

The motion was seconded by Ms. Dailey and passed, and the Board met in Executive Session at 6:50 p.m.

The Board returned from the Executive Session at 8:45 p.m. Upon completion of the Executive Session, the Board adjourned its meeting.

Presiding Officer

Secretary