

CANTON PARK COMMISSION

BOARD MINUTES

MONTHLY MEETING

FEBRUARY 13, 2014

The Canton Board of Park Commissioners met in a regular meeting on February 12, 2014.

Present were; Mr. Andrew Black—President, Mr. Drew Pelger---Member, Mr. Derek Gordon, Park Director, and Vice President Zutali. Very few other attendees were present.

The meeting was called to order at 4:03pm by President Black.

Meeting minutes from the January 8, 2014 Regular Meeting were reviewed by the Commissioners.

President Black motioned to approve the minutes. Commissioner Zutali seconded. Motion passed unanimously.

OLD BUSINESS:

1. Park and Recreation Merger—Office Consolidation- Director Gordon informed Commissioners that the Canton Joint Recreation District has been in contact with the Canton Women’s Bowling Association and they have agreed to move their office location. Director Gordon hopes to move into the Canton Joint Recreation office space by the end of March. Director Gordon also informed the Commissioners that there is a six week wait time for AT&T to set up the phones. He has authorized the City IT Department to begin this process.
2. Canton Recreational Services Update—Director Gordon informed the Commissioners that he had requested a list of all programming from the Canton Joint Recreation District, YWCA, Canton City Schools, J. Babe Stern Community Center and Southeast Community Center. The programming was compiled into one spreadsheet highlighting overlap and gaps within programming throughout the city. An e-mail will be sent to all of the meeting participants to provide additional feedback on the following three issues at the next meeting:
 - a. Identify areas of overlap on the programming list that pertain to your organization
 - b. Identify at least three programs that are not on this list that should be vetted for community interest
 - c. Identify a way to incorporate Plain Local School programs and facilities into the program offerings without causing direct conflict with Canton City Schools.

NEW BUSINESS

1. Vassar Park—Neighborhood Association Sign Approval Request—(See Attached) –Director Gordon brought the sign request from the Vassar Park Neighborhood Association. Director Gordon informed the Commissioners that these signs have been placed within other park properties in the areas of Market Heights and Colonial Heights. He insured the sign would be placed so that it does not impede traffic visibility. Additionally, he added that he would ask the neighborhood association to leave space on the sign so that the Canton Parks and Recreation logo can be added to the sign once the logo is completed. President Black stated to be sure that the sign was of correct sizing scale as well. President Black motioned to approve the sign pending the signing of a right of way license agreement and the future inclusion of the Canton Park and Recreation logo. Commissioner Pelger seconded. The motion passed unanimously.

2. Park Logo Review—Director Gordon informed Commissioners that Don Peterson, Past President of the Canton Joint Recreation District has suggested to meet with a designer he has previously worked with. Director Gordon stated he would keep the Commissioners in contact with meeting dates and times as the process begins.
3. JBSC/CJRD Agreement Update— Director Gordon informed the Commissioners that he has been in contact with the law department as well as representatives of the J. Babe Stearn Center and Canton Joint Recreation District. There are multiple issues that are delaying this agreement as this is a new experience for all parties. The main sticking points of the agreement are determining what expenses qualify for levy funds for the JBSC and agreeing to a financial reporting mechanism. Director Gordon will keep the Commissioners informed as the negotiations progress and President Black will continue to be involved in these discussions.
4. Pro Football Hall of Fame Marathon Request—Director Gordon informed the Commissioners that there has been a request to hold the Pro Football Hall of Fame Marathon Sunday, April 27, 2014 starting at approximately 7:00am and ending at approximately 11:00am. Mr. David Beck, President of the Marathon provided a map of the route to be reviewed. The requested route is through Stadium and Monument Parks. President Black motioned to approve the request pending that road closures be coordinated with the Police Department. Commissioner Zutali seconded. The motion passed unanimously.
5. OPRA Annual Conference Report--- Director Gordon thanked the Commissioners for allowing Jackie and himself to attend the OPRA conference. He informed the Commissioners that he was able to network with other communities and see how others were programming, funding, and operating their departments. Additionally, he told the Commissioners that he and Jackie had spent a great deal of time looking at several recreation software programs. These programs would be helpful to rent shelters, schedule leagues, and program signups. He and Jackie will be working with the vendors to set up a time to demo each software. Director Gordon also informed the Commissioners that he would coordinate the demo so the Canton Joint Recreation District, J.Babe Stearn, the Downtown YMCA, and Southeast Community Center could attend them as well.
6. 2014 Budget Review—Director Gordon provided the Commissioners with a final copy of the 2014 budget.
7. Financial Report—Director Gordon provided the Commissioners with a budget report. This report allowed the Commissioners to see all expenditures with the exception of payroll. He informed the Commissioners that he will continue working with the Auditor to find a report of the payroll and hoped to have this by the next meeting. President Black requested that these reports provide a year to date component that reconciled with the balance of the original budget.
8. Directors Report— (See Attached)
9. Executive Session - Director Gordon requested to enter into executive session to speak about an employee disciplinary matter. President Black motioned to approve an executive session with no action to follow at 5:07pm. Commissioner Zutali seconded. The motion passed unanimously.
10. Executive Session—President Black motioned to adjourn from Executive Session at 5:22pm. Commissioner Zutali seconded. The motion passed unanimously.

President Black motioned to adjourn the meeting at 5:23pm. Commissioner Zutali seconded the motion. Motion carried unanimously.

Next Park Commission Meeting to be held at 4:00pm on March 12, 2014 at the Canton Garden Center.

Andy Black, President

Derek Gordon, Director