

***Minutes***

**July 15, 2020**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

Commissioner Miears called the meeting to order at 1:00 PM via Zoom, in the Commission Room of the Maple Grove Center, Osborn MetroPark, Huron, Ohio.

**ROLL CALL**

Park Commissioners Present:           James “Don” Miears, Chairperson  
  Troy Wisehart, Vice Chairperson  
  Margaret Murray, Vice Chairperson

**APPROVAL OF MINUTES**

- (1) Commissioner Wisehart moved to waive the reading and approve the draft minutes of the June 10, 2020 as presented.
  - Second:           Commissioner Murray
  - Action:           Motion carried unanimously with three affirmative votes.

**FINANCIAL REPORTS**

June Fund Activity Summary, Citizens Bank Checking Account Reconciliation, Citizens Bank MMIA Reconciliation:

Members of the Park Commission had received copies of these reports. Ms. Price stated that we had a cash balance of \$4,211,718.00 at the end of June. She noted that our cash receipts were lower, due to rental closures, etc.

Resolution 2020-11: July Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email. She noted a few items. Our cash disbursements were down, they were \$25,175.00, as there were not a lot of expenditures this month. She asked the Board if they had any questions. Comm. Miears inquired about the multiple Zoom membership payments. Ms. Price explained that we had purchased one for Ms. Bauman, Program Manager to communicate with her staff, and then realized that Ms. Bowman-Moore also needed one for conducting internal and external meetings. There was an issue with the second account being charged twice and that will be credited back to our account. Comm. Wisehart explained that their Firm also had to purchase a membership as the free Zoom only allows you to conduct 30-minute meetings. It is an annual membership.

Comm. Miears also inquired as to the purchases marked as for “swag bags” for virtual nature camps. He asked if we were giving out/delivering things. Ms. Price explained that since the camps had to go virtual this year, the program staff wanted to provide swag bags to the first 100 or so

that signed up so that they would have the tools/supplies to do the activities on the virtual camp videos along with the counselors. They were delivered to the children's homes. Ms. Bowman-Moore added that is hopefully a one-time COVID-19 related event and next year they hope to return to in person nature camps. Discussion ensued.

Comm. Murray inquired about a few things on the General Fund Ledger. She asked why the figures seemed way down, why we were not at the expected approximately 50% of the budget exhausted by now. Ms. Price explained that due do the pandemic things have been stalled, but they are coming. There are several big ticket items in the works, such as the Maple Sugar Shack, restroom at Edison Woods MetroPark and the new dump truck that have been ordered, but have been pushed back do to various reasons including; site work, closure of manufacturing plants, etc. Also, the program department spending has decreased due to lack of in person programming and events.

(2) Commissioner Wisheart moved to approve Resolution 2020-11 Schedule of Payables as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

#### **PUBLIC COMMENT**

There were no public in attendance at today's meeting.

#### **EXECUTIVE DIRECTOR'S REPORT**

Ms. Bowman-Moore reported the following:

-Programming has gone virtual for the time being.

-Over 20,000 reaches on our social media posts- virtual nature camps, Get Fit Club, posts, etc.

-The Ohio Horseman's Council is working to upgrade the Cranberry Creek Trail at Edison Woods MetroPark and they are partnering with the Friends of Erie MetroParks, who will be donating the purchase of supplies. It is great to see the two groups working together.

-Site work is continuing towards the installation of a restroom at Edison Woods MetroPark.

-Installation of the rocks, signs and yoga pose signs for the Mindfulness Project have been installed at the Enchanted Cottage and Castalia Quarry MetroPark. Other pieces are scheduled for installation.

-The Maple Sugar Shack has been ordered.

-Programmers are working on an adult virtual series, "Plugged Into Nature". Like the Virtual Nature Camps.

-They are also working on videos for homeschoolers, per the state standards.

-It is National Parks & Recreation Month.

-Next month is Moth Week, and Naturalist, Mike Hensley, is working on a moth survey for the park.

-There was an ambulance call to the pickleball courts due to player getting overheated during the heat advisory, Ms. Bowman-Moore contacted the president of FPPA and suggested they may want to create a protocol for playing when there is a heat/weather advisory.

-She was elected as vice president of the Ohio Parks & Recreation Association.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### Bickley Lease

Since the publication of the agenda, Mr. Bickley has paid his lease for the second half of 2020. No further discussion was needed.

## **INFORMATION ITEMS:**

### Travel & Training Summary (acknowledge and file) NONE

### Special Permit Summary (acknowledge and file)

There was one new special permit added to the list. Ms. Bowman-Moore explained them and asked the board to acknowledge.

- (3) Commissioner Wisehart moved to acknowledge and file the Special Permit Summary provided.

Second: Commissioner Murray

Action: Motion passed unanimously with two affirmative votes.

### Credit Card Summary (acknowledge and file)

Ms. Bowman-Moore asked the board to acknowledge and file the Credit Card Summary.

- (4) Commissioner Wisehart moved to acknowledge and file the Credit Card Summary provided.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

### Disposal of Surplus Personal Property & Remove from Inventory (acknowledge and file) NONE

### Other (Misc. items from Board or Administration)

## **EXECUTIVE SESSION**

### Land Acquisition

Comm. Miers asked if there was a need to go into Executive Session. Ms. Bowman-Moore stated that Mr. Peters, legal counsel, had submitted a report to the Board and if the Board didn't have a need to discuss those items further, they would not need to hold an Executive Session.

Ms. Bowman-Moore added that with the current state of the COVID-19 pandemic, the park in person programming and facilities (excluding restrooms) are currently closed through the end of August. She will now be extending that through September 30, 2020.

**ADJOURNMENT**

With there being no further business brought before the Park Commission,

- (5) Commissioner Wisehart moved to adjourn the meeting at 1:19 PM.
- Second: Commissioner Murray
- Roll Call: Commissioner Miears: aye
- Commissioner Murray: aye
- Commissioner Wisehart aye
- Action: Motion passed unanimously with three affirmative votes.

**APPROVAL OF MINUTES**

The foregoing is a true and accurate account of the July 15, 2020 meeting of the Park Commission and has been formally adopted by the Commissioners as such and shall be placed in and become part of the official Proceedings of the Board of Park Commissioners.

APPROVED:

\_\_\_\_\_  
James L. "Don" Miears, Chairperson

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Amy Bowman-Moore, Executive Director

\_\_\_\_\_  
Date