

# Seneca County Park District Board of Park Commissioners

November 12, 2024 - 9:00 AM

Park Office - 3362 S. Township Road 151, Tiffin OH 44883

## Regular Meeting Minutes

Jakob Boehler called the meeting to order at 8:59 AM.

<b>Roll Call:</b>	Jakob Boehler	<u>present</u>	Sarah Betts	<u>present</u>
	Lori Hall	<u>present</u>	Shelly Smola	<u>present</u>
	Lee Martin	<u>present</u>		
	Jacob Price	<u>present</u>		
	Janet Shutt	<u>present</u>		

**Staff & Guests:** Linda Rose and Ziyah Piltz

**Consent Agenda:** A motion was made by Jacob Price to approve the meeting agenda and the minutes of the 10/08/2024 regular meeting. Motion was seconded by Lee Martin, and was approved unanimously by roll call vote of members present.

**Financial Reports:** A motion to approve the October 2024 financial statements was made by Lori Hall and seconded by Janet Shutt. Motion was approved unanimously by roll call vote of members present.

**Executive Director's Report** presented by Sarah Betts (see attachments for full report).

- Sarah provided an overview of her written Director's Report.
- An update on the construction timeline for the Fruth Wetland Nature Preserve Nature Education Building was shared.
- New maps of park trails are being created by Seneca County GIS specialist Ivy Knapp and will be available to view as a map layer on the Seneca County Auditor's website.

**Programs Report** presented by Linda Rose

- Linda provided an overview of October 2024 programs and outreach events.
- Winter Camp 2024 will run from December 30, 2024 to January 3, 2025 from 9AM to 12PM at Garlo Heritage Nature Preserve.

**Operations & Natural Resources Report** presented by Sarah Betts

- End of season work continues, including brush cutting and rotational mowing.

**Friends of the Seneca Park Report:** presented by Jakob Boehler

New officers elected at the Friends of the Seneca Parks annual meeting include: Elizabeth Boehler, President and Linda Tiell, Treasurer. Vice President and Secretary are currently vacant. A Friends Facebook page has been created, and a website is planned. Ideas for possible future fundraising events were shared. Former Friends president Catherine Gase was recognized for her many years of service. She plans to remain active in the organization.

**Public Comment:** N/A

**Unfinished Business:** N/A

**New Business:** N/A

**Executive Session:**

- A motion was made by Lori Hall, and seconded by Jacob Price to enter into executive session to discuss personnel matters at 9:15 AM, and was approved unanimously by roll call vote of members present.
- A motion to exit executive session was made by Lee Martin, seconded by Lori Hall, and was approved unanimously by roll call vote of members present. The Board exited executive session and reconvened the regular meeting at 9:35 AM.

**Executive Director Performance Review:** The Board completed a performance review for the Executive Director and recommends a 2% pay increase, along with a \$1,500 bonus. A motion to accept the performance evaluation and increase the Executive Director's wage by 2% along with a \$1,500 bonus effective 12/14/2024 was made by Lori Hall, seconded by Janet Shutt and was approved unanimously by roll call vote of members present.

**Adjournment:** Meeting adjourned at 9:37 AM.

**Next Meetings:**

Regular Meeting: December 10, 2024 – 9:00 AM  
Park Office

Organizational Meeting: January 14, 2024 – 9:00 AM  
Park Office

Regular Meeting: January 14, 2024 – immediately following organizational meeting  
Park Office

*Shelly Smola*

12/10/2024

Respectfully Submitted by: Shelly Smola, Board Secretary