



## **Minutes of the Board Meeting**

**Monday, June 12, 2017, 5:00 p.m.**

The meeting was called to order at 4:00 p.m.

**Voting Members Present:** Daryl Cheeseman, Doris Lee Hale, Jim Halliwill, John Higgins, Rick Moore, John Resseguie, Sharon Zebrowski

**Absent:** Bob Spaulding, Heather Wing, Russ Yarger

**Others Present:** Larry Mix (arrived at 4:25 p.m.)

**Staff Present:** Dan Patton, Claire Johnston & Stacey Graham

**Approval of Agenda:** Resseguie moved to approve the Board agenda for June 12, 2017 and Halliwill seconded. Motion carried.

**Tour of Park:** Patton noted the importance of keeping information from the Board's Tour of the Park confidential. Johnston led board members, staff and guest on a one-hour tour of the church, museum and Upjohn Carriage House.

Yarger arrived at 4:55 p.m.

**Election of Charlton Park Board Secretary:** Plaska recently resigned from the Charlton Park Board, creating an additional opening on the Board. Moore opened nominations for a partial term of Charlton Park Board Secretary. Resseguie nominated Hale for the position and Moore seconded. Nominations were closed.

Zebrowski requested a roll call vote to nominate Hale as Secretary:

YES: Cheeseman, Hale, Halliwill, Higgins, Moore, Resseguie, Yarger, Zebrowski

NO: None

ABSENT: Spaulding, Wing

Motion Carried.

**Approval of the Minutes:** Higgins motioned to approve the minutes of May 8, 2017 and Resseguie seconded. Motion carried.

**Limited Public Comment:** Mix would like to bring the Park's Westinghouse to Wauseon, OH. He feels it is well received.

**Committee Reports & Updates:**

Park Update: Patton reported on recent Park activities. An issue of late guests in the Park has been problematic. The Park closes at 9 pm, and guests are disregarding gate hours. Notes will be left on windshields, reminding guests that the Park closes at 9 p.m.

Education & Collections Committee: Hale reported the committee met May 17 to discuss the Foundation Intern's project in the Exhibition Hall. She encouraged Board Members to bring ideas for education programs to the July Board Meeting. Kara Bronner from Grand Valley State University is interning in the Collection this summer. Discussion on the layout and flow of museum exhibits. Halliwill complimented Johnston on the museum exhibits. Consensus is the museum is on the right track and board members are satisfied with the quality of exhibits.

Facilities & Properties Committee: Cheeseman reported the committee met on May 23 to review project expenditures not included in millage funding, such as roofs on buildings and the sewer pump at the beach. Discussion on the use of the John Deere Gator by Sheriff's Inmates. Consensus was the Board appreciates competent inmate assistance.

Spaulding arrived at 5:25 p.m.

Executive Committee: Zebrowski reported the committee met June 7 to discuss the 2018 Park Budget and strategic planning. Further discussion regarding PA system, QR Codes and videography of Park events may occur within Committees.

Resseguie departed the meeting at 5:30 p.m.

**Park Financial Report:** Graham presented the monthly financial report. Cheeseman motioned to accept the May, 2017 Park Expenditure and Revenue report and Yarger seconded. Motion carried.

**Old Business:**

Strategic Plan Review: Zebrowski introduced discussion of a review of the Park's Strategic Plan by Park Committees. She encouraged Board Members to review ways to implement the Plan, recognizing funding constraints. She noted trail expansion possibilities at the Park.

**New Business:**

2018 Park Budget: Patton presented the Park Budget for 2018 noting revenue in the amount of \$591,600 and expenditures of \$591,296. He also reviewed the Charlton Park Capital Improvement Project funding requests in the amount of \$139,350, which will be presented to the County Board of Commissioners. Spaulding motioned to accept the 2018 Park Budget and present the Capital Improvement Project funding list to the County Board of Commissioners and Higgins seconded.

Zebrowski requested a roll call vote:

YES: Cheeseman, Hale, Halliwill, Higgins, Moore, Spaulding, Yarger,  
Zebrowski  
NO: None  
ABSENT: Resseguie, Wing  
Motion carried.

Westinghouse to Wauseon, OH: Mix would like to transport the Park's Westinghouse to the Wauseon, OH Tractor Show. The Education and Collections Committee recommended denying the transportation of the Westinghouse to Wauseon. Zebrowski noted Wauseon could be invited to bring its equipment to a Park Show. Cheeseman provided input about perceived positive publicity for the Park in having the Westinghouse in Ohio. Buckley would also like to invite the Park's Westinghouse to its 50th Anniversary show in 2017. Moore motioned to allow the Westinghouse to be transported to Wauseon, OH and Spaulding seconded.

Zebrowski requested a roll call vote.  
YES: Cheeseman, Hale, Halliwill, Higgins, Moore, Spaulding, Yarger  
NO: None  
ABSTAIN: Zebrowski  
ABSENT: Resseguie, Wing  
Motion carried.

Pancake Breakfast July 8: Graham distributed a Pancake Breakfast Sign-Up Sheet for the Gas & Steam Engine Show on July 8. Volunteers are needed to cook, serve and bus tables.

Park Holiday July 3: Patton notified Board Members that the Park Offices would be closed on Monday, July 3, 2017 in observance of the Fourth of July Holiday. Park staff will work on Tuesday, July 4. Cheeseman motioned to recognize July 3rd as the designated Park holiday and Hale seconded. Motion carried.

**Limited Public Comment:** None

**Board Member Comments:** Cheeseman thanked the Board for allowing the Westinghouse to travel to Wauseon, OH and noted various volunteer opportunities exist for the Gas & Steam Engine Show. Contact him to sign up. Halliwill noted potential forestry opportunities at Charlton Park.

Moore made the motion to adjourn, Hale supported. Meeting adjourned at 6:45 p.m.

**Next Meeting:** Monday, July 10, 2017 at the Upjohn House at 5:00 p.m.

Respectfully Submitted,

Dan Patton  
DP: sg