



Minutes

Perry County Park District Board - Regular Meeting

November 10, 2025, 1:00 pm

Perry County Public Library, Somerset Branch

117 W Main St, Somerset, OH 43783, Ohio

- I. Call to Order
Mr. Moore called the meeting to order at 1:00 pm.

- II. Roll Call
Present: Mr. Moore; Mr. Coll; Ms. Oberhauser; Ms. McAdams; Mr. Redfern
Absent: Ms. Bennett, PCPD Naturalist
Staff: n/a
Guests: n/a

- III. Comments from the public/guests and board members
Mr. Moore discussed continuing the plan to work with the Foundation for Appalachian Ohio (FAO) by asking for a presentation by FAO to explain the Acorn and other types of funds available for receiving donations. It was suggested that the goal be to have the new fund(s) in place at the beginning of the second quarter of 2026. Ms. McAdams will contact FAO to schedule a discussion in January/February.

- IV. *Approve November Agenda Items / Request for additional or revised agenda items
Ms. McAdams moved, Mr. Coll seconded, to approve the November 10, 2025, meeting agenda as amended, to add at Mr. Coll's request, New Business item to become Item A: Legal Compliance, moving Credit Card policy item to become Item B.
Motion carried.

- V. Approval of Minutes
 - A. October 20, 2025, Regular Meeting
Ms. McAdams moved, Mr. Coll seconded to approve the October 20, 2025, regular meeting minutes as presented.
Motion carried.

 - B. November 3, 2025 Special Meeting
Mr. Coll moved, Mr. Redfern seconded to approve the November 3, 2025, special meeting minutes as presented.
Motion carried.

VI. Financial Status of Park District

A. Approval of October Revenue and Expense Reports

Ms. McAdams presented the October financial reports to the Board.

Mr. Redfern moved, Ms. Oberhauser seconded to approve the October 2025 financial reports.

Motion carried

Board discussed financial reports available and determined the ones they want to see monthly in the future. The Board asked for: Statement of Cash Position, Revenue Audit Trail;, Expense Report with Committed Balance, and Expense Transaction Ledger.

Ms. McAdams advised that the \$300 payment request for the Somerset Artists Cooperative Nov 3 painting class had been submitted and approved by PC auditor's office, and the check would go out to the Co-Op this week.

VII. Old Business

A. Perry County park and recreation map update

Mr. Moore provided an update to the Board on the map project with Ohio University students. He advised he'd received several emails from the students since the last meeting with them, regarding park listings and coordinates, and a question about "historic districts". Mr. Moore is planning another Zoom meeting with them soon.

B. Bylaws Revision updates

The Board discussed the Bylaws revision project. Also discussed was Mr. Coll's request for draft documents to be noted in the footer and watermarked with "draft". The Board determined that the following info would be noted in the footer of draft and final versions of created documents:

1. "Draft" or "Approved"
2. Date
3. Document title (matching file name)
4. Page #

VIII. New Business

A. Legal Compliance - ORC 1545

The Board discussed the need to ensure compliance with ORC 1545

1. Summarized any known non-compliant items
2. Determined steps being taken to correct non-compliant items
 - a) Draft of credit card policy
 - b) Bylaws revision project
 - c) Scheduled a Special Meeting for Dec 2 to review ORC 1545 for compliance items and review of Personnel Policy Manual
3. Action to prevent future non-compliance
 - a) Complete reviews in Item 3(a) before the final draft of revised ByLaws
 - b) Annually, schedule a review of the ByLaws and compliance

B. *Credit Card Policy

The Board reviewed the DRAFT credit card policy provided by Ms. McAdams. Some suggestions and adjustments were made, and it will be up for final review and implementation at the December meeting.

IX. Programming Report

Because she was unable to attend today's meeting, the Board received an email from Ms. Bennett prior to the meeting containing her program report for October. She advised she created a draft fundraising letter for Planetarium project. Copies were provided to the Board for review and discussion.

Recent Programs and Events:

- 10/21 Stink-O-Lantern - pumpkins were donated by WinWaste/Tunnel Hill
- 10/22 Budget Meeting
- 10/26 Plein Air
- 10/30 PC Mandatory Safety Training - focused on Workman's comp and employee benefits
- 10/30 New Lex after-school - spiders, should be receiving \$100 for two programs
- 11/1 Bird Hike - cancelled due to illness
- 11/3 Bylaws mtg
- 11/3 Fall painting class
- 11/6&7 Green Teachers Conference - Ms. Bennett's attendance cancelled due to illness.

Upcoming

- 11/10 Board Meeting
- 11/11 Critter Care -

- 11/12 CORSA mtg - Ms. Bennett expects to attend along with at least two board members.

X. *Adjournment

Ms. McAdams moved, Ms. Oberhauser seconded, to adjourn the meeting.

Motion carried. Meeting adjourned at 3:03pm

Next Regular Meeting - Monday, December 8, 2025, 1:00 pm

Location: Perry County Public Library, Somerset Branch

117 W Main St, Somerset, OH 43783, Ohio

**Requires a vote*

Reminder:

2025 Park Board Meeting Locations

- | | |
|----------------------|---|
| A. Jan - March 2025 | Somerset |
| B. April - June 2025 | Corning/Junction City/Thornville) |
| C. July - Sept 2025 | New Lexington/New Straitsville/Roseville) |
| D. Oct - Dec 2025 | Shawnee/Somerset/Somerset) |