



MINUTES

Perry County Park District Board - Regular Meeting

June 3, 2026, 1:00 pm

Perry County District Library - Somerset, Ohio

117 W. Main St, Somerset, OH 43783

I. Call to Order

Mr. Moore called the meeting to order at 1:00pm.

II. Roll Call

Present: Mr. Moore; Ms. Oberhauser; Mr. Sharp; Ms. McAdams;

Absent: Ms. Muetzel;

Staff: Ms. Bennett, PCPD Naturalist

Guests: n/a

III. Approve June Agenda Items / Request for additional or revised agenda items

Ms. McAdams asked to revise the agenda to modify item IX (c) to include bylaws review, leaving item IX (e) to only include the Strategic Plan and Personnel Manual Review Projects.

Ms. McAdams moved, Ms. Oberhauser seconded, to approve the June 3, 2026, meeting agenda as amended, to modify item IX (c) to include bylaws review, leaving item IX (e) to only include the Strategic Plan and Personnel Manual Review Projects.

Motion carried.

IV. Approval of Minutes

A. May 11, 2026, Regular Meeting

Mr. Sharp moved, Ms. Oberhauser seconded, to approve the May 11, 2026, regular meeting minutes as presented.

Motion carried.

V. Financial Status of Park District and Approval of May Revenue and Expense Reports

Ms. McAdams presented the May 2026 financial reports to the Board.

Mr. Sharp moved, Ms. McAdams seconded, to approve the May 2026 financial reports as presented.

Motion carried

Ms. McAdams advised that the Muskingum Valley ESC check (\$70) was received, deposited, and noted on the program revenue report.

VI. Comments from the public/guests and board members

McAdams: Ms. Bennett noticed on Friday, May 15 that the web site was down and notified me. Phoenix Graphix of Granville (who created the site with me in 2019) saved the day.

They worked on it all day on both May 16 and 17, and the site was fully restored Sunday evening May 17. The website was down for several days due to a theme registration glitch. Phoenix Graphix and I built the original website in 2019. They did not charge us anything at that time, donating all their time and expertise for many hours of work. They have not charged us anything for this troubleshooting and restoration work as of yet either. Ms. McAdams will advise if a charge comes in.

VII. Old Business

A. HB 96/ORC 9.64 Political Subdivision Cybersecurity Compliance Policy (McAdams)

Ms. McAdams presented the draft of a Cybersecurity Compliance Policy, prepared by Ms. Muetzel, for discussion and adoption.

Discussion followed.

Mr. Sharp moved, Ms. Oberhauser seconded, to adopt the HB 96 / ORC 9.64 Political Subdivision Cybersecurity Compliance Policy titled "Information Security and Compliance Plan," with the stipulation that the plan undergo review at least annually, and may be amended by the Board as needed based on evolving circumstances or technology recommendations.

Motion carried

VIII. New Business

A. Employee Mileage Reimbursement

Per Board request, Ms. Bennett submitted a mileage reimbursement request for \$445.28 for January through April of 2026, for use of her personal vehicle.

Ms. McAdams moved, Mr. Sharp seconded, to approve mileage reimbursement to Ms. Bennett in the amount of \$445.28 for use of her personal vehicle for official park district business purposes for the period of January through April of 2026, to be reimbursed from the Reimbursement expense line.

Motion carried

Mr. Sharp recommended rounding mileage to the nearest whole number in the future. The Board requested that the next request be for May and June, then quarterly requests thereafter.

IX. Reports/Updates

A. 2027 Budget Revisions for County Auditor

Mr. Moore, Mr. Sharp, and Ms. McAdams worked with Deputy Auditor Strohl to arrive at suggestions to bring to the board for new 2027 budget projection/appropriations numbers by reducing some expense lines to match expected revenue. The Board discussed the suggestions and determined which expenses were necessary to reduce, including some from salary/hours.

Ms. McAdams will send the new numbers to Mr. Strohl. The final budget request meeting with the County Commissioners and submission of final budget request will occur in October.

B. State Audit (occurring later in 2026, for years 2024 & 2025) (McAdams)

Ms. McAdams provided the Board with the list of audit info and documents recently received from the State Auditor's office. She will review the list and begin crafting a response to the State Auditor's office on which docs/info will be provided by the Park District and which is available through the County Auditor's financial system (accessible by the State Auditor). The hope is that the actual audit date can be set for after mid-July, due to scheduling availability of Ms. McAdams and other board members as may be necessary.

C. FAO fund / Bylaws review meeting (McAdams)

Ms. McAdams advised that she had received communication back from FAO regarding scheduling to meet with them to discuss more about a possible fund partnership. Mr. Sharp suggested that he contact FAO prior to setting up a meeting with the full Board, to get more information about the possible fund creation for collecting donations to the Park District. He will bring back his findings to the July board meeting, unless he determines there needs to be a special meeting called to meet with FAO before the regular July meeting. Bylaws review will be scheduled separately.

D. Perry County park and recreation map project update

Mr. Moore advised that he will be creating park trail maps for several public park locations, to provide the county for use on the county's visitor bureau website.

E. Strategic Plan and Personnel Manual Review Projects

The Board confirmed that completion of Bylaws Revision Project is the priority before the Strategic Plan, and Personnel Manual review projects will be revisited.

F. Adopt-a-trail partnership with Buckeye Trail Association

Mr. Moore advised that there had been no new info received or discussions with the Buckeye Trail Association on this subject. He will advise the Board if there is any further communication from them on it.

G. Re-Visit Fundraising Template

The Board reviewed the template and discussed several areas listed and their applicability to the Park District.

X. Programming Report

A. Programs

1. Recent

- *May 12 Spring Hike Series #2 - Finck's Nature Preserve
- *May 14 WHIZ TV Interview - Poison Ivy look-alikes
- *May 19 Spring Hike Series #3 - Finck's Nature Preserve
- *May 20 - Tyke Hike - Glenford Ft
- *May 26 Coffee with Commissioners
- *May 30 Ludowici Founders Day

2. Upcoming

- *June 9 Critter Care
- *June 10 Millcreek Summer Camp
- *June 11 WHIZ TV Interview - turtles
- *June 13 Less Talkin' More Walkin' hike - Wilson Mound
- *June 16 OPRA Levy Dos & Don'ts webinar
- *June 18 - Bookmobile programs - Crooksville & Roseville
- *June 21 Kayak Adventures - Clouse Lake
- *July 7 Critter Care
- *July 11 Less Talkin' More Walkin' hike - Ludowici
- *July 12 Kayak Adventures - Clouse Lake
- *July 15 Tyke Hike - Glenford Fort
- *Wk of July 20 - PC Fair
- *Aug 4 Critter Care
- *Aug 8 Less Talkin' More Walkin' hike - Whispering Flint Hollow
- *Aug 9 Kayak Adventures - Clouse Lake
- *Aug 19 Tyke Hike - Glenford Fort

B. Other Updates

1. PC Fair planning - booth activities, special programs, booth manning
2. Marketing
 - Summer newsletter - publishing/distributing this week
 - Ms. Bennett will continue to submit our events to visitor's bureau and PC websites.
3. Grants - Ms. Bennett discussed several grants she will be applying for in the near future.

XI. Adjournment

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

Motion carried.

Meeting adjourned at 3:53pm.

Next Regular Meeting - Monday, July 13, 2026, 1:00 pm

Location: Perry County District Library - Somerset

117 W. Main St, Somerset, OH 43783

