

**Huron-Clinton Metropolitan Authority
Board of Commission Meeting Minutes
February 8, 2024**

A regular meeting of the Huron-Clinton Metropolitan Authority's Board of Commissioners was held on Thursday, February 8, 2024 at Huron-Clinton Metroparks Administrative Office.

Commissioners Present:

John Paul Rea
William Bolin
Stephen Pontoni
Tiffany Taylor
Jaye Quadrozzi
Bernard Parker

Staff Officers Present:

Director
Deputy Director
Chief of Finance

Amy McMillan
Michael Lyons
Shedreka Miller

Commissioners Absent:

Robert W. Marans

Others:

Miller, Canfield, Paddock & Stone

Steve Mann

1. Call to Order

Commissioner Parker called the meeting to order at 12:59 pm

2. Chairman's Statement

Commissioner Parker reminded the group that Commissioner Marans will not be in attendance today.

3. Public Participation

None.

4. Approval – January 11, 2024 Regular Meeting

Motion by Commissioner Rea, support from Commissioner Bolin that the Board of Commissioners approve the regular meeting minutes as submitted.

Motion carried unanimously.

5. Approval – February 8, 2024 Full Agenda

Motion by Commissioner Bolin, support from Commissioner Quadrozzi that the Board of Commissioners approve the full agenda as submitted.

Motion carried unanimously.

Consent Agenda

6. Approval – February 8, 2024 Consent Agenda

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the consent agenda as submitted.

Motion carried unanimously.

Regular Agenda

7. Closed Session for Director Performance Review

Motion by Commissioner Taylor, support from Commissioner Rea to convene in closed session for the purpose of a periodic personnel evaluation of Director McMillan.

Roll Call Vote

Voting Yes: Parker, Pontoni, Bolin, Rea, Taylor, Quadrozzi

Voting No: None

Absent: Marans

Motion by Commissioner Rea, support by Commissioner Taylor to increase Director McMillan's salary by 9%, retroactive to January 1, 2024.

Motion carried unanimously.

8. Reports

A. Administrative Department

1. Report – Annual Volunteer Report

Discussion: Chief of Marketing and Communications, Danielle Mauter presented the Annual Volunteer Report.

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners receive and file Annual Volunteer Report.

Motion carried unanimously.

2. Approval – Programmatic Marketing Vendor

Discussion: Chief of Marketing and Communications, Danielle Mauter presented the Programmatic Marketing Vendor.

Commissioner Pontoni asked if Choozle takes a certain percentage. Danielle commented yes, it is based on the add type.

Commissioner Parker asked if we are reducing the traditional advertising. Danielle responded that we are changing the amount spent with traditional radio advertising and moving it to more digital ad placements. Commissioner Parker mentioned that there are many individuals that do not have access to Wi-Fi and is concerned we might be missing folks that only have access to radio. Danielle commented we will still have radio and print adds, it will be a combined approach based on survey results.

Commissioner Rea commented it is great to see a new approach, he also asked how the transition will be managed with the new vendor. Danielle commented that it is managed internally.

Commissioner Pontoni commented that it seems like a low budget for marketing and would like to know what else is being done. Danielle commented there will be more to budget next month.

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners approve the Programmatic Marketing Vendor.

Motion carried unanimously.

3. Approval – BOC Meeting Location Change

Discussion: Director McMillan presented a recommendation to change locations of the May & June BOC meetings to accommodate ribbon cutting ceremonies.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the BOC Meeting Location Change.

Motion carried unanimously.

B. Financial Department

1. Report – 2023 Year End Report

Discussion: Chief of Finance, Shedreka Miller presented the 2023-year end report.

Commissioner Quadrozzi asked if we know if will look to be similar in property tax revenue. Shedreka responded we do not know yet. Commissioner Quadrozzi stated it is time for us investigate what we

can do to improve our parks for our patrons. Director McMillan stated we will come back to the board in March with ideas. Commissioner Quadrozzi stated she would like to see something happen this summer.

Commissioner Taylor responded she would also like to see what we can do with our education initiatives and reach more students, also including investing in staff to ensure they have the resources required.

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners receive and file the 2023 Year End Report.

Motion carried unanimously.

C. Department Updates

1. Report – Natural Resources Update

Discussion: Chief of Natural Resources, Tyler Mitchell presented the Natural Resources update.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the Natural Resources Update.

Motion carried unanimously.

2. Report – Marketing Update

Discussion: Chief of Marketing and Communications, Danielle Mauter presented the Marketing update.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the Marketing update.

Motion carried unanimously.

3. Report – Planning and Development Update

Discussion: Chief of Planning and Development, Janet Briles presented the Planning and Development update.

Motion by Commissioner Quadrozzi, support from Commissioner Rea that the Board of Commissioners receive and file the Planning and Development update.

Motion carried unanimously.

4. Report – Interpretive Services Update

Discussion: Chief of Interpretive Services, Jennifer Jaworski presented the Interpretive Services update.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners receive and file the Interpretive Services update.

Motion carried unanimously.

5. Report – DEI Update

Discussion: Chief of DEI, Artina Carter presented the DEI Update.

Motion by Commissioner Rea, support from Commissioner Quadrozzi that the Board of Commissioners receive and file the DEI Update.

Motion carried unanimously.

D. Planning & Development

1. Approval – Lake Erie Basketball Court

Discussion: Chief of Planning and Development, Janet Briles presented the Lake Erie Basketball Court project.

Motion by Commissioner Rea, support from Commissioner Pontoni that the Board of Commissioners approve the Lake Erie Basketball Court.

Motion carried unanimously.

2. Approval – 2024 Mulch Contract

Discussion: Chief of Planning and Development, Janet Briles presented the 2024 Mulch Contract.

Motion by Commissioner Rea, support from Commissioner Taylor that the Board of Commissioners approve the 2024 Mulch Contract.

Motion carried unanimously.

9. Public Participation

None.

10. Other Business

None.

11. Leadership Update

Director McMillan thanked the Board of Commissioners for the increase of compensation. She thanked the entire staff for the incredible budget results and will look forward to discussing how we reinvest funds.

12. Commissioner Comments

Commissioner Quadrozzi asked about the pictures hanging in the board room. Director McMillan responded we are looking into how we can redo the room. Commissioner Quadrozzi stated the Stony Creek Landing should be highlighted as a outstanding park feature.

13. Motion to Adjourn

Motion by Commissioner Bolin, support from Commissioner Pontoni, that the Board of Commissioners adjourn the regular meeting.

The meeting adjourned at 2:38 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Micaela Vasquez".

Micaela Vasquez
Recording Secretary