

AGENDA
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Board Meeting – OCTOBER 22, 2019
Geauga West Public Library

- I PLEDGE OF ALLEGIANCE
- II CALL TO ORDER
- III PURCHASE ORDERS & CHECKS – SEE ATTACHMENT
- IV OTHER
- V ADJOURNMENT

NEXT MEETING: November _____, 2019, Time: _____ Location: Geauga West Public Library

**Russell Township Citizens Park District (511)
Regular Meeting October 22, 2019
Geauga West Library 6:30 PM**

Then & Now Purchase Orders and Warrants Listing:

Clerk Pro Tem – Maria Livers Warrant #1001 – March 21, 2019	\$150.00	PO 01-19 – P-10
Website Reimburse. – Roy Podojil/Wix.com Warrant #1002 – March 7, 2019	\$170.85	PO 02-19 – P-10
Clerk Pro Tem – Maria Livers Warrant #1003 – May 18, 2019	\$150.00	PO 03-19 – P-10
Sutton Insurance - Bonds Warrant #1004 – May 20, 2019	\$300.00	PO 04-19 – P-10

Purchase Order Listing:

Geauga Maple Leaf – Invoice ML24608	\$27.50	PO 05-19 – P-10
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Warrant Listing:

Warrant #1005 – October 22, 2019	\$27.50	Geauga Maple Leaf
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**Minutes of: 511 Citizens' Park Board
of Russell Township (RTCPD)
Held: Geauga West Public Library**

Meeting: Regular

Date: September 30, 2019

Chairman Roy Podojil requested all to stand for the **Pledge of Allegiance to the Flag.**

CALL TO ORDER

The meeting was called to order by Chairman Podojil at 6:32 PM. Present were Mr. Roy Podojil, Mr. Perry Howland, Ms. Stephanie Snevel and Maria Livers.

READ/APPROVE MINUTES OF SEPTEMBER 17TH MEETING – Ms. Livers read the minutes of the Sept. 17th meeting into the record. Mr. Howland made a motion to accept the Minutes as submitted. Ms. Snevel seconded and the motion passed unanimously.

BONDS UPDATE & RESOLUTION – Stephanie Snevel is now officially bonded, and the Bond includes a Rider that covers her from the beginning of her tenure as an RTCPD Commissioner.

Mr. Podojil made a Motion to accept the following:

By virtue of the official rider attached to her bond, I proclaim, by Resolution, that any vote or resolution cast by Stephanie Snevel during her tenure as a Commissioner is valid as of the official date posted on the above mentioned Rider.

Mr. Howland seconded the motion and it passed unanimously.

- Maria Livers will confirm whether a copy of the Motion and/or these minutes need to be submitted with Ms. Snevel's Bond that is on file at the Geauga County Auditor's Office.
- ^{Howland} Mr. Perry took Ms. Snevel's Bond to the Geauga County Auditor, who now has copies of all of the Commissioners' current Bonds. In addition, the Bonds of all of the RTCPD Commissioners are on file with the Geauga County Municipal Court. The originals will be housed at the Russell Township Trustees Office. Copies will be on file with this Board as well.
- Vote on adopting UAN and the official signing of the UAN *Participation Agreement* will be tabled until the next regular meeting

BUDGET UPDATE

APPROPRIATIONS – Ms. Livers read the *Russell Township Citizens' Park District Temporary Appropriation Resolution*. Discussion ensued regarding funds spent to date (approx. \$1400) and needed through the end of the year, including the UAN training upon adoption of the UAN accounting system.

UAN ACCOUNTING SOFTWARE SYSTEM – Discussion ensued regarding the Uniform Accounting Network (UAN) software and hardware system recommended to this Board for use for accounting. Ms. Livers spoke today with a representative from UAN and was directed on their website to the *Auditor of State Uniform Accounting Network Participation Agreement* which she brought to this meeting for review of terms and fees.

Adoption of this system requires a 2-day training, which will take place in Columbus. Ms. Snel, as the Fiscal Officer, will plan to take the training upon adoption of UAN. She will review the paperwork, pricing and terms of the agreement.

Vote on the UAN and official signing of Participation Agreement will be tabled until the next regular meeting.

In light of the anticipated UAN training, 2019 Appropriations were determined to be \$2500.

Mr. Podojil made a Motion that the Russell Township Citizens' Park District Temporary Permanent Appropriation Resolution be adopted. Ms. Snel seconded the Motion and the Motion passed unanimously.

OTHER – Nothing further was discussed.

ADJOURNMENT – Mr. Howland made a motion to adjourn the meeting. Mr. Podojil seconded and the Motion passed unanimously.

NEXT MEETING: Tuesday, October 22, 2019, Time: 6:30pm Location: Geauga West Public Library

Approved: 
Mr. Roy E. Podojil, Chairman

Submitted by: Maria Livers, Secretary

511 CITIZENS PARK BOARD SIGN-IN

October 30^{22nd}, 2019 - Regular Meeting

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