Meeting Minutes

MetroParks Foundation
Meeting Date: June 10, 2025

I. Call to Order *(Mark Wenick, President)*
   A. Mark called the meeting to order at approximately 2:30 pm.
   B. Roll Call:
      ☑ Mark Wenick, President
      ☑ Thomas H. Sanborn, Secretary *(arrived after approval of minutes)*
      ☑ Cynthia Wollet, Treasurer *(left meeting after Development Director Report)*
      ☑ Jamie Dietz, Board Member *(arrived after approval of minutes)*
      ☑ Ted Schmidt, Board Member
      ☑ Lee Frey, Board Member
      ☐ Jeff Harvey, Board Member
      ☑ Aaron Young, MCMP Executive Director
      ☑ Chris Litton, MCMP Development Director

II. Approval of Meeting Minutes
   A. A motion to approve the 02-11-25 meeting minutes as prepared was made by Lee. The motion was seconded by Ted. There was no additional discussion. The following vote:
      - In favor: Mark aye; Cindy aye; Ted aye; Lee aye;
      - Against: None.
      - Motion Passed

III. Presentation of 2024 Draft Audit
   A. Marie Brilmyer, Partner with Cohen & Co. provided a copy of financial statements dated December 31, 2024, and December 31, 2023 as they relate to audits for the same time periods. Marie provided a summary of activities related to the performance of the audit. Mark requested that Marie review the Related Party Transactions totals shown on page 20 and reply with any clarifications and/or corrections. Mark and Ted identified that the total appear incorrect based upon other figures within the statements. Jamie moved to approve the 2023 and 2024 audit with the provision that the related party transactions totals are confirmed and/or corrected by Cohen & Co. The motion was seconded by Ted. There was no additional discussion. The following vote:
      - In favor: Mark aye; Tom aye; Cindy aye; Jamie aye; Ted aye; Lee aye;
      - Against: None.
      - Motion Passed

IV. Treasurers Report
   A. Cindy provided a review of the financial statements for the short-term funds, endowment funds and checking accounts. A copy of the May 2025 PNC Financial Statements was provided to all. Mark spoke about the practices currently in place with PNC related to access to funds and the I-Hub Portal with PNC. Changes will be forthcoming and that should make the overall process easier.
   B. Cindy presented and requested approval of the payment of invoices received to date from Cohen & Co. totaling $20,035.00. A copy of invoices dated 02-28-25, 03-25-25, & 05-15-25 was provided to all. A motion to approve payment of the invoices was made by Tom. The motion was seconded by Ted. There was no additional discussion. The following vote:
      - In favor: Mark aye; Tom aye; Cindy aye; Jamie aye; Ted aye; Lee aye;
      - Against: None.
      - Motion Passed
   C. Mark presented and requested approval of a transfer of funds from the checking account to the corresponding short term and/or endowment accounts based upon donor intent for the totals illustrated on the June 10, 2025 Contribution Allocations Summary. A copy of a June 10, 2025 Contribution Allocations Summary was provided to all. A motion to approve the request was

made by Ted. The motion was seconded by Jamie. After discussion related to sequencing of transfers and funding requests, the following vote:
- In favor: Mark aye; Tom aye; Cindy aye; Jamie aye; Ted aye; Lee aye;
- Against: None.
- Motion Passed

D. Cindy provided an update on the monthly bookkeeping by Packer Thomas and provided a copy of a draft balance sheet dated April 30, 2025. Cindy noted some pending changes in formatting but the intent is to ensure all of the content is accurate and included.

V. MetroParks Executive Director Report

A. Aaron presented and requested approval of a funding request for the distribution of funds for the Children's Garden Project. Funding identified for distribution is from the short-term investment account (Account 13803) totaling $2,357,082.31, after prior approval of the transfer of funds from the checking account. A motion to approve the request was made by Jamie. The motion was seconded by Tom. There was no additional discussion. The following vote:
- In favor: Mark aye; Tom aye; Cindy aye; Jamie aye; Ted aye; Lee aye;
- Against: none.
- Motion Passed

B. Aaron presented and requested approval of a funding request for the distribution of funds for the Ford Nature Center Loan Installation for 06-30-25 in the amount of $235,107.26 from account FNC Short-Term 13805. A motion to approve the request was made by Ted. The motion was seconded by Lee. The following vote:
- In favor: Mark aye; Tom aye; Cindy aye; Jamie aye; Ted aye; Lee aye;
- Against: none.
- Motion Passed

C. Aaron provided an update on the status of several bills that were introduced in the Ohio State House of Representatives that would have a direct effect on MetroParks. The bills are currently with the Senate. Aaron also provided a brief update on the status of construction of capital improvements within the MetroParks.

VI. MetroParks Development Director Report *(Chris Litton)*

A. Chris provided an update on the status of the Children's Garden Campaign. A groundbreaking/naming dedication ceremony is scheduled for Thursday, June 12, 2025 @ 10:00 am at FRG. All Foundation members are invited to attend. Aaron provided a brief summary of the City of Youngstown's CSO Project that will impact access to MCP from Slippery Rock Bridge north to FRG. The project will have an impact on access to FRG.

B. Chris provided an update on NeonOne CRM Purchase.

C. Chris provided an update on the Volney Rogers Legacy Award luncheon on 10-28-25. The Fox Family is recommended for the award. Partners in the Park will also be identified prior to the luncheon.

VII. MetroParks Board Report

A. Lee shared that the Board extended the contract for the Executive Director for an additional four (4) years. They look forward to continued success under his leadership.

VIII. Unfinished Business

A. Mark shared that the sale of the Canfield property has been completed. There has not been a contribution made to the Foundation from the buyer as previously anticipated.

IX. New Business

A. Chris shared that PNC can provide Visa Signature Business Credit Cards issued on behalf of the Foundation. Chris requested permission to apply for the credit cards and establish a limit of

$5,000 for both he and Aaron, respectively. A motion to approve the request was made by Jamie. The motion was seconded by Lee. The following vote:

- In favor: Mark aye; Tom aye; Jamie aye; Ted aye; Lee aye;
- Against: None.
- Abstained: Ted
- Motion Passed

X. Next Meeting

A. Quarterly Meetings: 2nd Tuesday of the Month @ 2:30 pm in Administration Building
- **Annual Meeting February of each Year; February 11, 2025**
- **June 10, 2025**
- **September 9, 2025**
- **December 9, 2025**

B. Annual Report to be provided to the MCMP Board in December of each year.

XI. Adjournment

A. A motion to adjourn at approximately 4:00 pm was made by Ted, The motion was seconded by Jamie. There was no further discussion. The following vote:
- In favor: Mark aye; Tom aye; Jamie aye; Ted aye; Lee aye;
- Against: None.
- Motion Passed