

**REGULAR MEETING****April 16, 2026**

The Regular Meeting of the Board of Park Commissioners of Great Parks of Hamilton County was held on this day, 1:00 p.m., at 10245 Winton Road, Cincinnati, OH 45231.

Board President Scott Schuster opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners Schuster, Keating, Wegman  
 Staff: Palmeter, Henninger, Collins, Carleton, Doellman, deJesus, Broughton Murray, Messerschmitt, Rahe, Snow, Roselle, Schilling, Roell, Featherstone, Jacobs, Anklan, Volk, Coler, Flynn, Bilyeu, King, Westerhof, Ference  
 Guests: Julie Stubbs, Tony Rosiello

**GENERAL**

1. PUBLIC COMMENTS: No one requested to address the Board.
2. AWARDS & RECOGNITIONS:

Board President Scott Schuster presented a Resolution of Appreciation to Julie Stubbs. Julie retired as an Interpreter on February 25, 2026, after twenty-five years of service.

Chief Executive Officer Todd Palmeter notified the Board of the following:

- On April 11, Julie Stubbs was awarded the Lifetime Achievement Award for Service from the Environmental Education Council of Ohio (EECO).
- Chief of Marketing and Brand Strategy Rachel Doellman introduced new employee Brittani Jacobs, Marketing Project Manager.
- The Finance Department received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Great Parks' annual financial report for the fiscal year ending December 31, 2024.
- Director of Finance Kathy Volk and Chief Financial Officer Andrew Collins received the Government Finance Officers Association Award of Financial Reporting Achievement for Great Parks' annual financial report for the fiscal year ending December 31, 2024.

Ms. Wegman stated that she attended the Winton Lake Community Cleanup and celebrated the accomplishments of the staff and volunteers. Food truck offerings were good, and she gave kudos to the Volunteer Engagement team.

3. NEXT BOARD MEETING DATES:

Wednesday	May 20, 2026	1:00 p.m.	Winton Center
Thursday	June 18, 2026	1:00 p.m.	Winton Center

**ACTION**

- 4. RESOLUTION #3875 – BILLS & PAYROLL RESOLUTION: Chief Executive Officer Todd Palmeter presented the Bills & Payroll Resolution to the Board and provided clarifying information on the voided checks. Upon motion duly made by Wegman, seconded by Keating, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Ms. Keating – Aye, Mr. Schuster – Aye, Ms. Wegman – Aye.
- 5. APPROVAL OF MINUTES: Chief Executive Officer Todd Palmeter noted the minutes question from Ms. Wegman. Upon motion duly made by Keating, seconded by Wegman, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of March 18, 2026.
- 6. COOPERATIVE PURCHASING PROGRAM – NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (NASPO). Chief Executive Officer Todd Palmeter presented the cooperative purchasing program to the Board. The staff led a thorough discussion, providing clarifying information on cooperative purchasing programs and Great Parks’ reason for joining NASPO. Upon motion duly made by Wegman, seconded by Keating, the Board authorized the staff to participate in the National Association of State Procurement Officials program for the purchase of goods and services. For any proposed purchases over the Ohio Revised Code threshold for legal bids, the staff will obtain Board approval before proceeding with the purchase.

**MONITORING REPORTS**

- 7. FINANCIAL CONDITION & ACTIVITIES: Chief Financial Officer Andrew Collins presented the Financial Condition & Activities report to the Board. Ms. Keating asked about grant revenue. The CFO noted a typo in the heading of Attachment 2. The staff led a thorough discussion, providing clarifying information on the 1<sup>st</sup> Quarter revenue and expenditures, stock investments, and grant revenue. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

8. TREATMENT OF STAFF & VOLUNTEERS: Chief Executive Officer Todd Palmeter, Chief of Human Resources Molly deJesus, Ranger Chief Scott Snow, and Director of Volunteer Engagement Kris Roselle presented the Treatment of Staff & Volunteers report to the Board. Ms. Wegman stated the volunteer newsletter, The Acorn, was excellent. Ms. Wegman also noted the diversity of age and background of the volunteer workforce and gave kudos to the Volunteer Engagement team. Mr. Schuster thanked the staff for the reports and for reporting on the metrics and the many volunteer opportunities. Ms. Keating offered kudos on the report and inquired about the Use of Force Training by Rangers. Ms. Wegman noted her appreciation for the personal interactions that the public has with Rangers. The staff led a thorough discussion, providing clarifying information on the perks of volunteering, employee survey data, and the Ranger training programs. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

#### **GENERAL REPORTS**

9. PHILANTHROPY DIVISION REPORT: Chief of Philanthropy Tom Carleton presented the Philanthropy Division report to the Board. Mr. Schuster appreciated the breakdown of each category in the reporting. Ms. Wegman offered kudos for the report and compliments to the Foundation board and staff. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
10. PURCHASING CARD COMPLIANCE OFFICER: Chief Executive Officer Todd Palmeter presented the Purchasing Card Compliance Officer report to the Board, reporting compliance. The Board ordered the report filed for the record.

Ms. Wegman complimented the staff on the Women In Leadership conference and thanked them for inviting her to serve as a panelist. She noted the CEO's vision for the event and the impact the event had on the staff who attended.

**EXECUTIVE SESSION**

A motion was made by Wegman and seconded by Keating to go into Executive Session to consider the sale or other disposition of property at 2:05 p.m. The Roll Call vote was as follows: Mr. Schuster – Aye, Ms. Wegman – Aye, Ms. Keating – Aye.

Following the Executive Session, a motion was made by Wegman and seconded by Keating to reconvene the Regular Meeting at 2:25 p.m. The Roll Call vote was as follows: Ms. Wegman – Aye, Ms. Keating – Aye, Mr. Schuster – Aye.

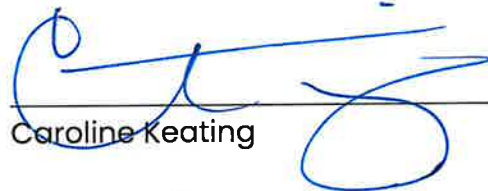
11. LAND ITEM: Upon motion duly made by Keating, seconded by Wegman, and unanimously carried, the Board authorized the CEO and his designees to negotiate with the City of Sharonville and to execute the necessary documents for a permanent easement in the east region of Hamilton County.
12. LAND ITEM: Upon motion duly made by Wegman, seconded by Keating, and unanimously carried, the Board authorized the CEO and his designees to execute a lease with the Department of the Army to non-state governmental agencies for public park and recreational purposes in the central region of Hamilton County.

**ADJOURNMENT**

There being no further matters to come before the Board, a motion was made by Keating, seconded by Wegman, and unanimously carried to adjourn the meeting at 2:30 p.m.

Board of Park Commissioners  
Great Parks of Hamilton County

  
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Scott Schuster, President

  
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Caroline Keating

**Absent**

\_\_\_\_\_  
Caren Lavery

**Absent**

\_\_\_\_\_  
Marcus Thompson

  
\_\_\_\_\_  
Melissa Wegman

ATTEST:

  
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Todd Palmeter, Chief Executive Officer

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