

Village of Albion Recreation

John J. Grillo

Recreation Director

Report for the August 2024 Village Board Meeting

- Attend the last Village Board meetings with Department Heads each month
- Conducted the final week of the Summer Program with a week of activities.
- Set up and conducted a Park Celebration Day on Friday, August 2 from 9:30am to 2:30pm.
- Worked Friday and Saturday at the Village of Albion Summer Festival.
- Set up a Senior Citizens Day Picnic with over 25 in attendance. Started at 3:00pm and ended at 6:45pm, with activities throughout the picnic. Hired a good band and used a pop-up tent.
- Spent the next couple of weeks at Bullard Park cleaning, organizing, and sorting through equipment.
- Went in to the Village Office to meet with Tracy concerning the budget, funding, and grant.
- Working with Jay for the Amish Shed to be purchased from the funding.
- Getting quotes for the Amish Shed.
- Met with the Amish for location of shed and size.
- Ordered a handicapped swing set for Bullard Park which came in this month.
- Ordered materials, supplies and equipment for next summer.
- At the Park from 9:30am to 2:30pm, Monday through Friday during the last week of the park program.
- Had to reschedule bands and gather another due to cancellations and one stepping out.
- Had to cancel a Summer Concert due to the band having COVID.
- Working with the park supervisors, guiding them, and teaching them how to lead and be good supervisor and ending with a good closure.
- Spent time each day at the Village Office for miscellaneous reasons and for whatever is needed
- Constantly working with Bob Stillwell at the Pennysaver with AD's each week for the concert series and recreation department.
- This is a very busy month due to the grants, the Recreation Program, and continuous planning. I spent a lot of time in the early morning and in the evenings in my office at home.
- Planning with the Masons and Foodlink for food for next summer.

- Kicked off each summer concert series on Wednesdays and stay there from 5:30pm to 8:30pm
- Spent time collecting data and pictures and sharing on facebook and saving on computer for the GoArt Grant submission at the end of the season.
- Traveled to Wal Mart with Arts and Crafts Director to get supplies during the last week of the program.
- Contacted Sam several times concerning the disc golf t pads and signs which is still in progress.
- Worked and communicated with Jay each day and toward the end of the month.
- Worked with Susan Walder for having her Cycling without age at the Senior Citizens Picnic.
- Had to let a Job Development worker go due to taking a video of an argument towards the end of the summer program.
- Met with Petet Anderson for Job Development each day and finalized the summer.
- I continued to work on the Summer Concert Series with continuous talks to band leaders and getting information for 2025. Occasionally, I travel to see new bands for a variety of music which will benefit the community, I do this on a regular basis and continue to plan moving forward.
- Chairing the Albion Summer Festival Administrative Chair for good communication between the festival and village as a liaison as the Recreation Director
- Took three days driving around picking up concert road signs and storing them away.
- Reorganized the storage room and made it more accessible.
- I am not so sure I have everything listed for this month but no big deal.

Thank you for your continued support and consideration as I continue to serve the Village of Albion as the Recreation Director.