

**COMMITTEE OF THE WHOLE MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, NOVEMBER 19, 2013**

**I. Call to Order**

**A. Roll Call**

Commissioner Curtis called the Committee of the Whole Meeting of the Prospect Heights Park District to order at 6:30 p.m.

Commissioners present:	Also Present:
Terry Curtis	Kathy Nowicki – Executive Director
Lisa Gould	Dave Figgins – Superintendent of Recreation
Tim Jones	Marc Heidkamp – Director of Golf (arrived at 6:34 p.m.)
Bob Loranger	Annette Curtis – Business Manager
Mark Malouf	Marci Glinski – Superintendent of Recreation
	Jim Lennon – Park Attorney
Commissioners absent:	Edlyn Castil – Administrative Assistant/Recording Secretary
Art Gollberg	
Karl Jackson	

A quorum was present.

**II. Pledge of Allegiance**

The Pledge of Allegiance was led by Terry Curtis.

**III. Corrections / Additions / Approval of Agenda**

A motion was made by Commissioner Loranger and seconded by Commissioner Jones to approve the agenda as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). The motion carried.

**IV. Introduction of Guests/Citizens**

There were none.

**V. Announcements (Meetings)**

<b>A. Regular Board Meeting</b>	<b>11/19/13</b>	<b>7:00 PM</b>	<b>GMRC</b>
<b>B. Committee of the Whole Meeting</b>	<b>12/17/13</b>	<b>6:30 PM</b>	<b>GMRC</b>
<b>C. Regular Board Meeting</b>	<b>12/17/13</b>	<b>7:00 PM</b>	<b>GMRC</b>

**VI. Correspondence**

There were none.

**VII. Public Comment**

There were none.

**VIII. Unfinished / Ongoing Business**

There were none.

**IX. New Business**

**A. PHPD 2014 Budget – Draft II**

Executive Director Kathy Nowicki commented that Draft II includes updated year end projections as of October 31<sup>st</sup> and Property Casualty Insurance rates. Health Benefit costs will be adjusted based on outcomes of open enrollment which ends on November 22nd. There are no salary/wage increases included in Draft II.

There was discussion of the following Funds and these Funds will be revisited for Draft III:

- Fund 200-11 Active Adults. Marci Glinski provided a 2013 year in review. There was discussion about what the strategy to modify this Fund. This Fund will be revisited in Draft III.
- Fund 300-40 Golf – Utilities. There are still concerns regarding this Fund. The utilities will be revisited for Draft III.

Business Manager Annette Curtis encouraged the Commissioners to review Summary pages 1, 21 & 29 of the proposed 2014 Budget.

Commissioner Curtis announced that Annette has accepted a full-time position and her last day at PHPD will be on December 6<sup>th</sup>.

**B. PHPD Commissioner Committee Assignments**

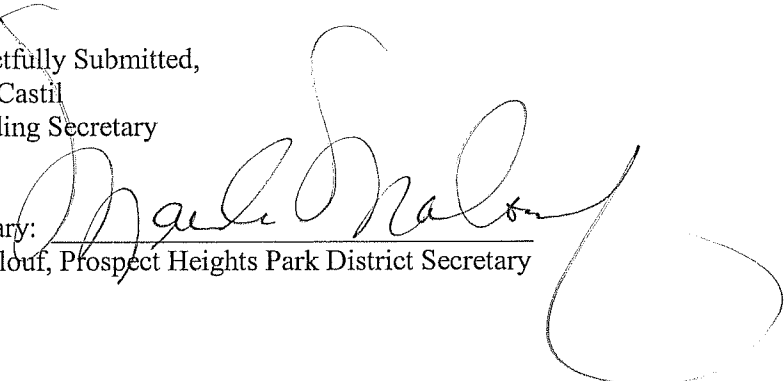
Commissioner Curtis reviewed the proposed Commissioner Committee Assignments listed below:

COMMITTEE	CHAIRMAN	SUB-CHAIRMAN
Committee of the Whole	Commissioner Curtis	Commissioner Jackson
Finance Committee	Commissioner Malouf	Commissioner Gould
Personnel & Planning Committee	Commissioner Gould	Commissioner Jones
Policy & Procedure Committee	Commissioner Curtis	Commissioner Gollberg
Recreation Facilities, Parks & Maintenance Committee	Commissioner Loranger	Commissioner Gollberg
Recreation Programs & Resident Relations Committee	Commissioner Jackson	Commissioner Loranger
OCC Programs, Facilities, Grounds & Maintenance Committee	Commissioner Malouf	Commissioner Jones

**X. Adjournment**

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Gould to adjourn the Committee of the Whole Meeting at 7:22 p.m. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). The motion carried. The meeting was adjourned.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary:   
M. Malouf, Prospect Heights Park District Secretary