

**REGULAR BOARD 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, JANUARY 15, 2013**

I. Call to Order

A. Roll Call

President Jack Barrett called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Jack Barrett

Terry Curtis

Patrick Ludvigsen

Mark Malouf

Also Present:

Kathy Nowicki – Executive Director

Dave Figgins – Superintendent of Recreation

Annette Curtis – Business Manager

James Lennon – Park District Attorney

Edlyn Castil – Administrative Assistant/Recording Secretary

Commissioners absent:

Lisa Gould

Karl Jackson

Bill Vannelli

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Mark Malouf.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Barrett and seconded by Commissioner Ludvigsen to approve the agenda as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gould, Jackson, Vannelli). The motion carried.

III. Correspondence

A. PDRMA Pulse Newsletter – Winter 2012

B. IAPD Legislative Update dated December 28, 2012

C. Plan/Zoning Board of Appeals Public Hearing Notice rec'd 1/9/2013

Executive Director Kathy Nowicki reported that acknowledgements were received from Commissioner Vannelli and Deputy Fire Chief Tim Jones.

IV. Recognition/Welcome

A. Residents - There were none.

B. Employee Recognition – Rey Cervantes 22 years Service. Executive Director Kathy Nowicki recognized Rey Cervantes for his 22 years of service to the Park District. Rey will be recognized on Friday, January 18th.

C. Guests – There were none.

V. Approval of Minutes**A. Committee of the Whole – December 18, 2012**

A motion was made by Commissioner Malouf and seconded by Commissioner Curtis to approve the December 18, 2012 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gould, Jackson, Vannelli). The motion carried.

B. Regular Board Meeting – December 18, 2012

A motion was made by Commissioner Curtis and seconded by Commissioner Malouf to approve the December 18, 2012 Regular Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gould, Jackson, Vannelli). The motion carried.

VI. Park District Treasurer's Report**A. Cash Report #1**

A motion was made by Commissioner Malouf and seconded by Commissioner Ludvigsen to accept the Treasurer's Report – Cash Report #1 dated January 15, 2013 as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gould, Jackson, Vannelli). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Malouf and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 12, 12A, 12B, 12C, Payroll # 25, 26 and Refund #12. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Ludvigsen, Malouf

Nays: None

Absent: Commissioner Gould, Jackson, Vannelli

The motion carried. See Appendix B.

VII. Business Manager Report**A. YTD Fund Summary – as submitted****B. Recreation Fund Summary – as submitted**

Business Manager Annette Curtis reported that she is working on the year end closing. The Auditors did their preliminary work which included internal control and inventory in January and will be returning to the Park District in February.

VIII. Attorney's Report**A. Legal Matters**

Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

IX. Administrative / Operational Summary**A. Executive Director – as submitted.****B. Superintendent of Recreation and Parks – as submitted.****C. Director of Golf Operations – as submitted.****D. Superintendent of Greens – as submitted.****E. Administrative/Operational Updates – none.****X. President's Report**

Commissioner Barrett wished everyone a happy and prosperous New Year. He announced he will not be in attendance at the 2/19/13 Regular Board Meeting.

XI. Announcements (Meetings)
 A. Regular Board Meeting 02/19/13 7:00 PM GMRC

XII. Public Comment – There were none.

XIII. Unfinished / Ongoing Business

A. 2013 Budget – Final Draft

The proposed final draft of the 2013 Budget was reviewed.

A motion was made by Commissioner Malouf and seconded by Commissioner Curtis to approve the 2013 Budget for public display for 30 days. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Ludvigsen, Malouf

Nays: None

Absent: Commissioner Gould, Jackson, Vannelli

The motion carried.

XIV. New Business

There was none.

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

XVII. Possible Action on Matters Discussed in Executive Session

There was none.

XVIII. Closing Comments

Commissioner Malouf commended the Staff for making their best efforts with the 2013 Budget. Attorney Jim Lennon stated that he will send a memo to the Commissioners regarding the Midori Lease Agreement.

XIX. Adjournment

With no further business to discuss a motion was made by Commissioner Ludvigsen and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 7:23 p.m. The motion was unanimously approved by a voice vote with three absent (Commissioners Gould, Jackson, Vannelli). The motion carried. The meeting was adjourned.

Respectfully Submitted,
 Edlyn Castil
 Recording Secretary

Secretary: 
 L. Gould, Prospect Heights Park District Secretary Pro-Tem