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 20, 2015

I. <u>Call to Order</u>

A. Roll Call

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

Commissioners present:

Also Present:

Terry Curtis

Kathy Nowicki – Executive Director

Art Gollberg

Julie Caporusso - Superintendent of Recreation

Lisa Gould

Scott Devlin - Accounting Manager

Karl Jackson

Dino Squiers - Superintendent of Facilities & Parks

Tim Jones

James Lennon – Park District Attorney

Bob Loranger

Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Mark Malouf

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Terry Curtis.

II. Corrections / Additions / Approval of Agenda

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

III. Correspondence

A. Park District Risk Management Association (PDRMA) letter dated 12/12/14

Executive Director Kathy Nowicki presented the Board with 2015 IAPD Membership Cards. Also presented the Park District's new IAPD plaque.

IV. Recognition/Welcome

A. Residents – There were none.

B. Employee Recognition - Sue Bonk

Superintendent of Recreation Julie Caporusso recognized Sue Bonk. Sue has worked at the Park District for about 6 years and became the KinderStop Program Coordinator last year. She is doing a phenomenal job. Sue will be recognized at the next All Staff Meeting.

V. Approval of Minutes

A. Committee of the Whole Meeting - December 16, 2014

B. Special Board Meeting – December 16, 2014

C. Regular Board Meeting - December 16, 2014

A motion was made by Commissioner Loranger and seconded by Commissioner Jackson to approve the December 16, 2014 Committee of the Whole Meeting, Special Board Meeting and Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Malouf). The motion carried.

VI. Announcements (Meetings)

A. Regular Board Meeting

02/17/15

7:00 PM

GMRC

VII. Park District Treasurer's Report

A. Cash Report #1

A motion was made by Commissioner Gould and seconded by Commissioner Jones to accept the Treasurer's Report – Cash Report #1 dated January 20, 2015 as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Malouf). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

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

Ayes:

Commissioners Curtis, Gollberg, Gould, Jackson, Jones, Loranger

Nays:

None

Absent: Commissioner Malouf The motion carried. See Appendix B.

VIII. Accounting Manager Report

Executive Director Kathy Nowicki introduced contracted Accounting Manager Scott Devlin.

A. YTD Fund Summary – as submitted.

IX. Attorney's Report

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

X. Administrative / Operational Summary

- A. Executive Director as submitted. Executive Director Kathy Nowicki reported Pastor Bradshaw of the Prospect Christian Church made additional contact with her showing continued interest in the Tully Park property. They still have some questions they are addressing to the City regarding the property. Kathy forwarded the revised Memorandum of Understanding to PHWYBS. Commissioner Loranger led the discussion about having ball field conditions reporting. This will be done at the March Board Meeting. Commissioner Curtis inquired about the Park District's snow removal procedures.
- **B.** Superintendent of Recreation as submitted. Superintendent of Recreation Julie Caporusso commented that she is very excited about the new Yoga classes being offered at the Park District. Commissioner Loranger stated he was pleased with the new machines in the Fitness Center. Commissioner Gould discussed the possibilities of offering Personal Trainer services.
- **C. Superintendent of Facilities and Parks** as submitted. Commissioner Loranger requested for Dino to attend all monthly Board Meetings.

X. Administrative / Operational Summary (continued)

D. Director of Golf Operations – as submitted. Executive Director Kathy Nowicki reported that Marc Heidkamp is attending a Golf Conference and will be attending a Foot Golf Session that is being offered at the Conference. Kathy also commented about the roof at OOCC. It has been work in progress ever since the roof was installed. There was discussion about the cross country skiers at OOCC. Although there are signs posted stating the golf course is closed for the season, there are still people cross country skiing on the golf course, potentially causing damage to the course. Julie will contact PDRMA regarding the liability.

E. Superintendent of Greens – as submitted.

F. Administrative/Operational Updates – There were none.

XI. Public Comment

There were none.

XII. <u>Unfinished/Ongoing Business</u>

A. 2015 Budget - Draft 3

Executive Director Kathy Nowicki reported that the 2015 Budget has been on public display for 30 days. She discussed the need to amend the Budget and increase Contracted Services by \$4,000. A letter was received from Associated Labor Corporation informing the Park District of an hourly increase for contracted personnel related to mandatory Obama Care.

A motion was made by Commissioner Gollberg and seconded by Commissioner Jackson to approve the 2015 Budget as amended. The motion was unanimously approved by a roll call vote.

Ayes:

Commissioners Curtis, Gollberg, Gould, Jackson, Jones, Loranger

Nays:

None

Absent:

Commissioner Malouf

The motion carried.

XIII. New Business

There was none.

XIV. Recess into Executive Session

A motion was made by Commissioner Gollberg and seconded by Commissioner Loranger to recess into Executive Session in accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of personnel (Section 2(c)(1)) at 7:53 p.m. The motion was unanimously approved with a voice vote with one absent (Commissioner Malouf). The motion carried.

XV. Reconvene to Open Session

Open session reconvened at 8:55 p.m. During Executive Session personnel was discussed.

XVI. Possible Action on Matters Discussed in Executive Session

Issues related to personnel security were discussed. In addition, Executive Director annual review.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Gollberg to adjourn the Regular Board Meeting at 9:00 p.m. The motion was unanimously approved by a voice vote with one absent (Commissioner Malouf). The motion carried.

Respectfully Submitted,

Edlyn Castil

Recording Secretary

Secretary:

M. Malouf, Prospect Heights Park District Secretary,