

**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, MAY 21, 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 7:02 p.m.

Commissioners present:

Jack Barrett

Terry Curtis

Lisa Gould

Mark Malouf

Also Present:

Kathy Nowicki – Executive Director

Dave Figgins – Superintendent of Recreation

James Lennon – Park District Attorney

Edlyn Castil – Administrative Assistant/Recording Secretary

Commissioners absent:

Patrick Ludvigsen

Karl Jackson

Tim Jones

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Kathy Nowicki.

II. Corrections / Additions / Approval of Agenda

Commissioner Barrett requested to add Item XIV. C. 2013-14 Committees to the Agenda.

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

III. Correspondence

A. City of Prospect Heights Executive Order No. 2013-01 dated April 18, 2013

B. IAPD Workshop announcement – IAPD Boot Camp

C. NWSRA Program Registration Report

D. IAPD Legislative Update #14-2013 and #15-2013

E. Park District Risk Management Agency (PDRMA) 2012 Annual Report

IV. Recognition/Welcome

A. Residents - Julie Melion and Thomas Musolf.

B. Employee Recognition – Janice Gebhardt. Superintendent of Recreation Dave Figgins recognized Janice Gebhardt. Janice has worked for the Park District for 5 years. She was in charge of the 2013 Spring Dance Recital and did a great job. Janice is very talented and a great dancer. She will be recognized at next week's All Staff Meeting.

V. Approval of Minutes**A. Committee of the Whole – April 16, 2013**

Commissioner Malouf asked that section VIII. Unfinished/Ongoing Business, A. OCCC Clubhouse Operation, 5th paragraph of the April 16, 2013 Committee of the Whole Minutes be amended to read "...He provided a possible solution of having the banquet facility monitored after golf hours by a *Park District Staff Member at all functions.*"

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to approve the April 16, 2013 Committee of the Whole Meeting Minutes as amended. The motion was approved by a voice vote with three Commissioners absent (Ludvigsen, Jackson, Jones). The motion carried.

B. Regular Board Meeting – April 16, 2013

A motion was made by Commissioner Curtis and seconded by Commissioner Malouf to approve the April 16, 2013 Regular Board Meeting Minutes as submitted. The motion was approved by a voice vote with three Commissioners absent (Ludvigsen, Jackson, Jones). The motion carried.

VI. Park District Treasurer's Report**A. Cash Report #5**

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to accept the Treasurer's Report – Cash Report #5 dated May 21, 2013 as submitted. The motion was unanimously approved by a voice vote with three Commissioners absent (Ludvigsen, Jackson, Jones). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 4, 4A, 4B, 4C, 4D, Payroll 7, 8 and Refund #4. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Malouf

Nays: None

Absent: Commissioners Ludvigsen, Jackson, Jones

The motion carried. See Appendix B.

VII. Business Manager Report

A. YTD Fund Summary – as submitted

B. Recreation Fund Summary – as submitted

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 – In addition to Executive Director Kathy Nowicki's report, she commented that Recreation Supervisor Marci Glinski's report was not included in the packet but distributed to the Board prior to the start of the meeting. Also, directions for accessing and deleting emails were distributed also. She explained that the Park District has exceeded their email storage. Should anyone have any questions on how to access and/or delete their emails, contact Kathy or Edlyn.

B. Superintendent of Recreation and Parks – as submitted.

C. Director of Golf Operations – as submitted.

D. Superintendent of Greens – as submitted.

X. Administrative / Operational Summary (continued)**E. Administrative/Operational Updates**

- **Department Report – Preschool** – Superintendent of Recreation Dave Figgins reported there are currently 47 children registered for next Fall. He provided an overview of the Preschool program.

X. President's Report

Commissioner Barrett discussed there will not be a need to hold a Committee of the Whole Meeting.

XI. Announcements (Meetings)

A. Regular Board Meeting 06/18/13 7:00 PM GMRC

XII. Public Comment – Resident Tom Musolf of the Creekside Condo Association commented about the management of Midori Banquets and issues with the noise level during banquets.**XIII. Unfinished / Ongoing Business**

There was none.

XIV. New Business**A. Nomination and Election of Officers May 2013-April 2014****1. Park Board President**

A motion was made by Commissioner Barrett and seconded by Commissioner Curtis to open the nominations for 2013-2014 Park Board President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Barrett and seconded by Commissioner Gould to nominate Jack Barrett as Park Board President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to close nominations for 2013-2014 Park Board President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to elect Jack Barrett Park Board President by acclamation. The motion was approved by a majority voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

2. Park Board Vice-President

A motion was made by Commissioner Barrett and seconded by Commissioner Curtis to open the nominations for 2013-2014 Park Board Vice-President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to nominate Pat Ludvigsen as Park Board Vice-President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

XIV. New Business (continued)

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to close nominations for 2013-2014 Park Board Vice-President. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to elect Pat Ludvigsen Park Board Vice-President by acclamation. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

3. Park Board Treasurer

A motion was made by Commissioner Barrett and seconded by Commissioner Curtis to open the nominations for 2013-2014 Park Board Treasurer. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Barrett to nominate Lisa Gould as Park Board Treasurer. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Malouf and seconded by Commissioner Curtis to close nominations for 2013-2014 Park Board Treasurer. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Barrett and seconded by Commissioner Curtis to elect Lisa Gould Park Board Treasurer by acclamation. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

4. Park Board Secretary

A motion was made by Commissioner Barrett and seconded by Commissioner Gould to open the nominations for 2013-2014 Park Board Secretary. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to nominate Mark Malouf as Park Board Secretary. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to close nominations for 2013-2014 Park Board Secretary. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to elect Mark Malouf Park Board Secretary by acclamation. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

XIV. New Business (continued)**B. Park District Appointments May 2013-April 2014****1. Park District Attorney**

A motion was made by Commissioner Barrett and seconded by Commissioner Malouf to appoint James Lennon as Park District Attorney. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Malouf

Nays: None

Absent: Commissioner Ludvigsen, Jackson, Jones

The motion carried.

2. Representative to NWSRA Board

A motion was made by Commissioner Barrett and seconded by Commissioner Malouf to appoint Kathy Nowicki as Representative to NWSRA Board. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Malouf

Nays: None

Absent: Commissioner Ludvigsen, Jackson, Jones

The motion carried.

3. Recording Secretary

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to appoint Edlyn Castil as Recording Secretary. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Malouf

Nays: None

Absent: Commissioner Ludvigsen, Jackson, Jones

The motion carried.

C. 2013-2014 Committees

Commissioner Barrett distributed and reviewed the proposed 2013-2014 Committee Assignments. Commissioner Malouf volunteered to be the Sub-chairman of the OOC Programs, Facilities, Grounds & Maintenance Committee. Commissioner Malouf was moved off of the Recreation Facilities, Parks & Maintenance Committee and placed as the Sub-chairman of the OOC Programs, Facilities, Grounds & Maintenance Committee. Commissioner Tim Jones was removed as the Sub-chairman of the OOC Programs, Facilities, Grounds & Maintenance Committee and placed as the Sub-chairman of the Recreation Facilities, Parks & Maintenance Committee. Commissioner Barrett requested for all Committees to prepare their 2013-2014 Committee objectives for the next Regular Board Meeting.

XV. Recess into Executive Session

A motion was made by Commissioner Malouf and seconded by Commissioner Curtis 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 land acquisition (Section 2(c)(5/6)) at 7:50 p.m. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

XVI. Reconvene to Open Session

Open session reconvened at 8:03 p.m. During Executive Session land acquisition was discussed.

XVII. Possible Action on Matters Discussed in Executive Session

Executive Director Kathy Nowicki was given direction by the Board on how to respond to the land acquisition.

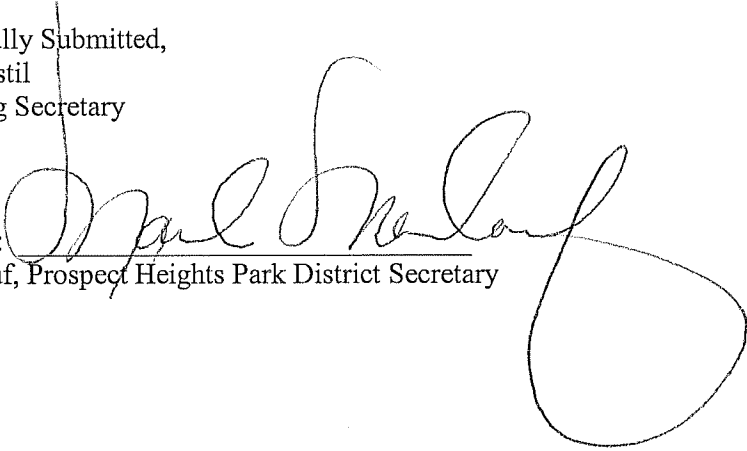
XVIII. Closing Comments

Commissioner Malouf commented about the need for immediate follow-up to the OOC noise complaint. Executive Director Kathy Nowicki commented that she was informed by Bonnie about hiring back a Police Officer to help monitor banquets.

XIX. Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 8:25 p.m. The motion was unanimously approved by a voice vote with three absent (Commissioners Ludvigsen, Jackson, Jones). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary