

**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, AUGUST 27, 2013**

I. Call to Order

A. Roll Call

Commissioner Lisa Gould called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Terry Curtis
Lisa Gould
Karl Jackson
Tim Jones
Mark Malouf

Also Present:

Kathy Nowicki – Executive Director
Annette Curtis – Business Manager
James Lennon – Park District Attorney
Edlyn Castil – Administrative Assistant/Recording Secretary

Commissioners absent:

None

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Kathy Nowicki.

II. Selection of President Pro Tem

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to appoint Commissioner Terry Curtis as President Pro Tem of the Prospect Heights Park District. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Malouf

Nays: None

Absent: None

The motion carried.

III. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Jackson and seconded by Commissioner Jones to approve the agenda as submitted. The motion was unanimously approved by a voice vote. The motion carried.

IV. Correspondence

A. PDRMA Health in Action – July Newsletter

B. NWSRA “Investing in Your Community” brochure – Executive Director Kathy Nowicki reported this brochure is available at Gary Morava Recreation Center. The brochure assists in explaining what NWSRA is all about. Kathy assisted NWSRA with this marketing piece.

C. IAPD Legislative Update dated August 13, 2013

V. **Recognition/Welcome**

A. Residents - Art Gollberg, Ed O'Neill, Nancy O'Neill, Julie Walger, Tiffany McMorrow and Bob Loranger.

B. Employee Recognition – Executive Director Kathy Nowicki recognized Ed O'Neill for his 31 years of service to the Park District managing the Pool operation. Ed will not be a part of the Pool Staff next summer but will continue to provide the Staff training to the Pool Staff.

V. **Approval of Minutes**

A. Special Board Meeting – May 14, 2013

Commissioner Curtis requested that Section XIV. New Business, A. April 2013 Election Canvass of the minutes of the May 14, 2013 Special Board Meeting be corrected as follows: “A motion was made by Commissioner **Barrett** and seconded by...”.

A motion was made by Commissioner Jackson and seconded by Commissioner Gould to approve the May 14, 2013 Special Board Meeting Minutes as amended. The motion was approved by a voice vote with one abstain (Commissioner Jones). The motion carried.

B. Regular Board Meeting – July 16, 2013

Commissioner Curtis requested that Section X. President's Report, A. Committee Assignments 2013-2014, fifth paragraph of the minutes of the July 16, 2013 Regular Board Meeting be corrected as follows: “**Policy** and Procedure Committee...”.

A motion was made by Commissioner Jackson and seconded by Commissioner Jones to approve the July 16, 2013 Regular Board Meeting Minutes as amended. The motion was unanimously approved by a voice vote. The motion carried.

VII. **Park District Treasurer's Report**

A. Cash Report #08

A motion was made by Commissioner Gould and seconded by Commissioner Jones to accept the Treasurer's Report – Cash Report #08 dated August 27, 2013 as submitted. The motion was unanimously approved by a voice vote. The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept Warrants for payment as submitted for Vendor Warrants # 7, 7A, 7B, 7C, 7D, 7E, 7F, Payroll 14, 15 and Refund #07. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Malouf

Nays: None

Absent: None

The motion carried. See Appendix B.

VIII. **Business Manager Report**

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.**B. Superintendent of Recreation and Parks** – as submitted. Executive Director Kathy Nowicki reported that the GMRC parking lot resealing and restriping was completed last weekend. Kathy also reported that the number of participants in the KinderStop program has increased to 47 and the number of participants in the new KidStop program has increased to 13.**C. Director of Golf Operations** – as submitted.**D. Superintendent of Greens** – as submitted.**E. Administrative/Operational Updates** – There were none.**XI. Announcements (Meetings)****A. Regular Board Meeting** 09/17/13 7:00 PM GMRC

Commissioner Curtis congratulated Executive Director Kathy Nowicki for being awarded the honor of the Mount Prospect/Prospect Heights Rotarian of the Year.

XII. Public Comment

There were none.

XIII. Unfinished / Ongoing Business**A. Board Vacancy**

Commissioner Lisa Gould reported a total of 8 District residents submitted letters of interest/resumes for the 2 Park Board vacancies. Candidate interviews have been completed and the Committee has narrowed the candidates down to 3 individuals for Board consideration. Ballots were distributed for Board vacancy appointment of Pat Ludvigsen's and Jack Barrett's terms ending April 2015. Bob Loranger and Art Gollberg received the most votes to fill the two vacancies.

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to appoint Bob Loranger to fill the Board vacancy of Pat Ludvigsen. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Malouf

Nays: None

Absent: None

The motion carried.

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to appoint Art Gollberg to fill the Board vacancy of Jack Barrett. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Malouf

Nays: None

Absent: None

The motion carried.

The swearing in of the new Commissioners will be held on 9/17/13 at the Regular Board Meeting.

XIV. New Business

A. NWSRA Assessment Resolution 08.27.13

A motion was made by Commissioner Jackson and seconded by Commissioner Gould to adopt the NWSRA Assessment Resolution 08.27.13. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Malouf
Nays: None
Absent: None
The motion carried.

B. Line of Credit Authorization Resolution 08.27.13

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to adopt Line of Credit Authorization Resolution 08.27.13. The motion was approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Jackson, Jones
Nays: None
Absent: None
The motion carried.

XV. Recess into Executive Session

A motion was made by Commissioner Malouf and seconded by Commissioner Gould 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 7:25 p.m. The motion was unanimously approved by a voice vote. The motion carried.

XVI. Reconvene to Open Session

Open session reconvened at 7:57 p.m. During Executive Session personnel was discussed.

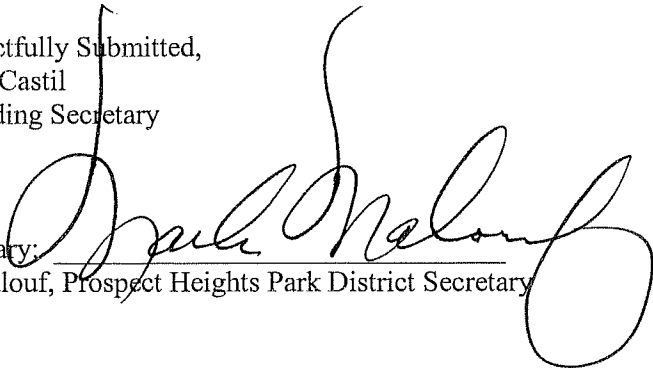
XVII. Possible Action on Matters Discussed in Executive Session

Park Attorney Jim Lennon was given direction by the Board to write a letter referencing the matter of personnel that was discussed during Executive Session.

XVIII. Adjournment

With no further business to discuss a motion was made by Commissioner Gould and seconded by Commissioner Jackson to adjourn the Regular Board Meeting at 7:58 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary