

**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, JUNE 19, 2012**

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

Lisa Gould

Karl Jackson

Patrick Ludvigsen

Mark Malouf

Bill Vannelli

Also Present:

Kathy Nowicki – Executive Director

Dave Figgins – Superintendent of Recreation

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 Dave Figgins.

II. Corrections / Additions / Approval of Agenda

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

III. Correspondence

A. City of Prospect Heights letter dated May 25, 2012

B. Park District Risk Management Agency (PDRMA) Newsletter – Summer 2012

C. Patron email dated May 23, 2012

D. IAPD Legislative Update June 1, 2012

E. Mount Prospect Elected Officials After Hours June 22, 2012

IV. Recognition/Welcome

A. Residents - Meg Vannelli

B. Employee Recognition – Dave Figgins recognized Debbie Macek. Debbie has worked for the Park District for about 10 years. She has served the Park District in many different capacities and is currently the KinderStop Supervisor. Debbie is also involved with the community.

V. Approval of Minutes**A. Regular Board Meeting – May 15, 2012**

Executive Director discussed the spelling of the word “acclamation” was corrected throughout the May 15, 2012 Regular Board Meeting Minutes.

A motion was made by Commissioner Vannelli and seconded by Commissioner Gould to approve the May 15, 2012 Regular Board Meeting Minutes as amended. The motion was unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

VI. Park District Treasurer’s Report**A. Cash Report #06**

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to accept the Treasurer’s Report – Cash Report #06 dated June 19, 2012 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 Ludvigsen to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B, 5C, 5D, 5E, Payroll # 9, 10 and Refund #5. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Jackson, Ludvigsen, Malouf, Vannelli

Nays: None

Absent: None

The motion carried. See Appendix B.

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

Executive Director Kathy Nowicki reminded the Board that Golf is presented as Fund 03 in 2012. This is a transition year for reporting Golf financials as a separate fund.

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 her report, Kathy reported the Pool had their Pool Audit on the second day they were open.

B. Superintendent of Recreation and Parks – as submitted

C. Director of Golf Operations – Executive Director Kathy Nowicki reported in addition to Marc Heidkamp’s report, the fall tree trimming has really helped with the speed of play at OOC.

D. Superintendent of Greens – Executive Director Kathy Nowicki reported in addition to Jerry Arden’s report, that Staff had to do some hand watering at OOC due to the lack of rain.

E. Administrative/Operational Updates

- **ADA Transition Plan – Phase 1.** Dave gave a preliminary update. He has submitted three quotes for the front entrance to GMRC. Commissioner Malouf requested to review drawings of the entrance at the July Board meeting.
- **Department Report – Youth Leagues and Fitness Center.** Dave reported Supervisor of Recreation and Aquatics Laura Fudala put together the Departmental Report. Dave reported there has been minimal use of the Fitness Center on Friday evenings. Kathy commented that if the temperature is 85° or higher, the Pool stays open an extra hour.

X. President's Report

Commissioner Barrett reported the proposed Committee Assignments were included in the Board Packet. Committees are to report at the July Board Meeting their plans for the upcoming year. He commented that he received positive feedback about former Commissioner Olson's reception and that it went well. The Serenading Strings performance was outstanding. Commissioner Barrett and the Board wished to thank the Midori Staff for their assistance with the reception.

XI. Announcements (Meetings)

A. Regular Board Meeting **07/17/12** **7:00 PM** **GMRC**

XII. Public Comment

Resident Meg Vannelli commented about her concerns about the noise level of the summer campers playing in the grass area close to her home. The Staff and the Board will take into consideration her concerns.

XIII. Unfinished / Ongoing Business**A. Fund Balance Policy**

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Gould to accept the Fund Balance Policy as amended. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Jackson, Ludvigsen, Malouf, Vannelli

Nays: None

Absent: None

The motion carried.

XIV. New Business**A. OOC Pond Aerator – Capital Expense Fund 23**

Executive Director Kathy Nowicki explained the OOC pond aerator was repaired several times last year. A new pond aerator is needed and was purchased.

A motion was made by Commissioner Malouf and seconded by Commissioner Ludvigsen to unrestrict \$3,600 from the Capital Expense Fund 23 related to the OOC pond aerator located near Hole #9 at OOC. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Jackson, Ludvigsen, Malouf, Vannelli

Nays: None

Absent: None

The motion carried.

XV. Recess into Executive Session

A motion was made by Commissioner Curtis 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 litigation (Section 2(c)(11)) at 7:55 p.m. The motion was unanimously approved by a voice vote.

XV. Reconvene to Open Session

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

XVI. Possible Action on Matters Discussed in Executive Session

A motion was made by Commissioner Vannelli and seconded by Commissioner Curtis to approve the settlement of the tax objection case as discussed in Executive Session. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Jackson, Ludvigsen, Malouf, Vannelli

Nays: None

Absent: None

The motion carried.

XVI. Closing Comments

There were none.

XIX. Adjournment

With no further business to discuss a motion was made by Commissioner Curtis and seconded by Commissioner Ludvigsen to adjourn the Regular Board Meeting at 8:06 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
W. Vannelli, Prospect Heights Park District Secretary