

**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, SEPTEMBER 18, 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 7:11 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

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 Commissioner Jack Barrett.

II. Corrections / Additions / Approval of Agenda

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

III. Correspondence

A. NWSRA “Celebrate Ability” November 2, 2012 flyer

B. SLSF Impact Newsletter – Fall 2012

C. City of Prospect Heights Inaugural Business Forum announcement

IV. Recognition/Welcome

A. Residents - Meg Vannelli

B. Employee Recognition – Kathy Nowicki recognized Charlie Tawse of OCCC. Charlie is a Senior Employee at OCCC and has an extreme amount of energy and enthusiasm. He will be recognized at the next All Staff meeting.

V. Approval of Minutes

A. Regular Board Meeting – August 21, 2012

A motion was made by Commissioner Vannelli and seconded by Commissioner Curtis to approve the August 21, 2012 Regular Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote. The motion carried.

VI. Park District Treasurer's Report**A. Cash Report #09**

A motion was made by Commissioner Gould and seconded by Commissioner Curtis to accept the Treasurer's Report – Cash Report #09 dated September 18, 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 # 8, 8A, 8B, 8C, 8D, 8E, Payroll # 16, 17 and Refund #8. 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****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**

- **ADA Transition Plan – Phase 1 (GMRC Entrance).** Dave reported the concrete work at the GMRC front entrance is complete. He is now working on obtaining quotes for the seal coating and striping of the GMRC parking lot, and an access ramp to the Administration Building.
- **Departmental Reports** – The Adult Leagues and Community Events Reports were included in the Board Packet.

X. President's Report

Commissioner Barrett discussed whether there was a need to hold a Committee of the Whole meeting. Annette and Kathy will meet with Staff to review the Capital Budget. They will decide whether there is a need to hold a Committee of the Whole meeting on October 2nd.

XI. Announcements (Meetings)

A. Regular Board Meeting	10/16/12	7:00 PM	GMRC
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XII. Public Comment

There were none.

XIII. Unfinished / Ongoing Business

A. IAPD Summer Golf Tour 2013

Executive Director Kathy Nowicki reported OCCC does not represent the 27 holes required for IAPD Legislative Outing, however, OCCC could accommodate IAPD's June outing. Kathy discussed with Golf Director Marc Heidkamp and OCCC is available for a smaller IAPD Golf Outing on Monday, June 10, 2013. An IAPD Golf outing would be good exposure for the course.

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Vannelli to approve hosting an IAPD Golf Outing at OCCC on Monday, June 10, 2013. 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.

B. Tyler Technologies – Systems Agreement

Commissioner Malouf reported that during the 9/18/12 Committee of the Whole Meeting, Alan Davis of Tyler Technologies, Inc. provided a presentation about Incode. There will be continued discussion at the next Regular Board meeting about looking into upgrading systems in a more global sense and offsite data storage.

XIV. New Business

There was none.

XV. Recess into Executive Session

There was none.

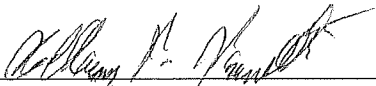
XVI. Closing Comments

There were none.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Vannelli and seconded by Commissioner Ludvigsen to adjourn the Regular Board Meeting at 7:30 p.m. The motion was unanimously approved by a voice. The meeting was adjourned.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
W. Vannelli, Prospect Heights Park District Secretary