

**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, NOVEMBER 20, 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 7:18 p.m.

Commissioners present:	Also Present:
Jack Barrett	Kathy Nowicki – Executive Director
Lisa Gould	Annette Curtis – Business Manager
Mark Malouf	James Lennon – Park District Attorney
Bill Vannelli	Edlyn Castil – Administrative Assistant/Recording Secretary

Commissioners absent:  
Terry Curtis  
Karl Jackson  
Patrick Ludvigsen

A quorum was present.

**B. Pledge of Allegiance**

The Pledge of Allegiance was led by Lisa Gould.

**II. Corrections / Additions / Approval of Agenda**

Commissioner Barrett asked to add Executive Session as Item XV. for the purpose of litigation (Section 2(c)(11)).

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

**III. Correspondence**

**A. PDRMA Health in Action Newsletter – November 2012**

**B. Government Financial Officers Association (GFOA) letter dated November 9, 2012**

**C. NWSRA 2012 Third Quarter Program Summary**

Commissioner Barrett reported he received a letter from State Representative David Harris. Commissioner Barrett recommended for Staff to contact Rep. Harris and request for monthly updates similar to updates currently received from other Representatives.

**IV. Recognition/Welcome**

**A. Residents - Meg Vannelli**

**B. Guest – Dave Phillips, Speer Financial, Inc.**

**C. Employee Recognition – Annette Curtis.** Executive Director Kathy Nowicki recognized Business Manager Annette Curtis. Through her efforts with compiling the Prospect Heights Park District's CAFR for the fiscal year end December 31, 2011, she received GFOA's Certificate of Achievement for Excellence in Financial Reporting.

**V. Approval of Minutes****A. Committee of the Whole – October 16, 2012**

A motion was made by Commissioner Malouf and seconded by Commissioner Vannelli to approve the October 16, 2012 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried.

**B. Regular Board Meeting – October 16, 2012**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to approve the October 16, 2012 Regular Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried.

**C. Committee of the Whole – November 5, 2012**

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to approve the November 5, 2012 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried.

**D. Special Board Meeting – November 13, 2012**

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to approve the November 13, 2012 Special Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried.

**VI. Park District Treasurer's Report****A. Cash Report #11**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the Treasurer's Report – Cash Report #11 dated November 20, 2012 as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). 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 # 10, 10A, 10B, 10C, 10D, Payroll # 20, 21 and Refund #10. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Gould, Malouf, Vannelli

Nays: None

Absent: Commissioners Curtis, Jackson, Ludvigsen

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. In addition to her report, Executive Director Kathy Nowicki informed the Commissioners that enclosed in their Board Packets were confidential salary information which was requested during the Budget Draft 1 discussions. Kathy also included information related to the formation of a Foundation. She thanked the Board for attending the Bernie Walsh Tree Dedication.

**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**

- **Utilities – IUPC Summary.** Kathy discussed the cooperative the Park District currently belongs to. It is an ongoing project to have the utility billing audited.

**X. President's Report**

Commissioner Barrett questioned if there was a need for any additional meetings. There was none. He commented that the Bernie Walsh Tree Dedication was well attended. There was discussion about the Walsh Family request to place a remembrance of Bernie at GMRC. This item will be placed on next month's agenda for further discussion.

**XI. Announcements (Meetings)**

<b>A. Committee of the Whole Meeting</b>	<b>12/18/12</b>	<b>6:30 PM</b>	<b>GMRC</b>
<b>B. Regular Board Meeting</b>	<b>12/18/12</b>	<b>7:00 PM</b>	<b>GMRC</b>

**XII. Public Comment – There were none.****XIII. Unfinished / Ongoing Business****A. Tyler Technologies – Systems Agreement**

Executive Director Kathy Nowicki recommended approval of the Tyler Technologies Systems Agreement.

A motion was made by Commissioner Gould and seconded by Commissioner Barrett to approve the Tyler Technologies Systems Agreement pending Attorney's final review of the terms of the agreement as discussed. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Gould, Vannelli

Nays: Commissioner Malouf

Absent: Commissioners Curtis, Jackson, Ludvigsen

The motion carried.

**XIV. New Business****A. General Obligation Limited Tax Park Bonds Series 2012**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the low bid from Glenview State Bank, Glenview, IL. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Gould, Malouf, Vannelli

Nays: None

Absent: Commissioners Curtis, Jackson, Ludvigsen

The motion carried.

**XIV. New Business (continued)**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to adopt Bond Ordinance 11.20.12. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Gould, Malouf, Vannelli

Nays: None

Absent: Commissioners Curtis, Jackson, Ludvigsen

The motion carried.

**B. 2012 Tax Levy Resolution 11.20.12**

A motion was made by Commissioner Gould and seconded by Commissioner Vannelli approve 2012 Tax Levy Resolution 11.20.12. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Gould, Malouf, Vannelli

Nays: None

Absent: Commissioners Curtis, Jackson, Ludvigsen

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 (SILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of litigation (Section 2(c)(11)) at 8:02 p.m. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried.

**XVI. Reconvene to Open Session**

Open session reconvened at 8:39 p.m. During Executive Session litigation was discussed.

**XVII. Possible Action on Matters Discussed in Executive Session**

Attorney Lennon will review the Midori Agreement and report back to the Board.

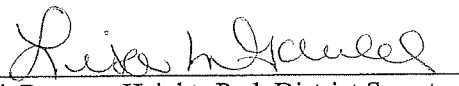
**XVIII. Closing Comments**

There were none.

**XIX. Adjournment**

With no further business to discuss a motion was made by Commissioner Vannelli and seconded by Commissioner Malouf to adjourn the Regular Board Meeting at 8:40 p.m. The motion was unanimously approved by a voice vote with three absent (Commissioners Curtis, Jackson and Ludvigsen). The motion carried. The meeting was adjourned.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary:   
W. Vannelli, Prospect Heights Park District Secretary

*Secretary pro-tem*