

**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 8, 2009**

I. Call to Order

A. Roll Call

President Dan Pavlik called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Jack Barrett
Patrick Ludvigsen
Mark Malouf
Dan Pavlik
Bill Vannelli

Commissioners absent:

Bernie Olson
Jean Spiegelhalter

Also Present:

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

B. Pledge of Allegiance

Led by Annette Curtis.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Barrett and seconded by Commissioner Malouf to accept the Agenda as submitted. The motion was unanimously approved by a voice vote.

III. Recognition / Introduction

A. Residents

Meg Vannelli, Prospect Heights resident.

B. Guests

There was none.

C. Staff Recognition – Aquatics Staff

Executive Director Kathy Nowicki recognized the 2009 Aquatics Staff. They were unable to attend the meeting but will be recognized at the All Staff Meeting on Friday, September 11, 2009.

IV. Announcements (Meetings)

- | | | | |
|-------------------------------------|-----------------|----------------|-------------|
| A. Finance Committee Meeting | 09/29/09 | 7:00 PM | GMRC |
| B. Regular Board Meeting | 10/13/09 | 7:00 PM | GMRC |

V. Correspondence

- A. Senator Susan Garrett email dated August 20, 2009**
- B. Senator Susan Garrett email dated August 31, 2009**
- C. Junior Golf participant/parent thank you**

Commissioner Pavlik reported receiving an invitation to the Indian Trails Public Library for an event on September 18, 2009 from 1:00 PM – 5:00 PM.

VI. Approval of Minutes**A. Regular Board Meeting – August 11, 2009**

A motion was made by Commissioner Malouf and seconded by Commissioner Vannelli to approve the August 11, 2009 Regular Board Meeting minutes as submitted. The motion was approved by a voice vote.

B. Planning Committee Meeting – August 25, 2009

A motion was made by Commissioner Malouf and seconded by Commissioner Ludvigsen to approve the August 25, 2009 Planning Committee Meeting minutes as submitted. The motion was approved by a voice vote.

VII. Public Comment

There was none.

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

A motion was made by Commissioner Barrett and seconded by Commissioner Ludvigsen to accept the Treasurer's Report – Cash Report #09 dated September 8, 2009 as submitted. The motion was unanimously approved by voice vote.

See Appendix A

B. Approval of Warrants for Payment

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to accept Warrants for payment as submitted for Vendor Warrants # 8, 8A, 8B, 8C, 8D, Payroll 17, 18 and Refund 8. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Pavlik, and Vannelli

Nays: None

Absent: Commissioners Olson, Spiegelhalter

See Appendix B

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

As submitted in Board Packet.

Commissioner Malouf requested more details about the Old Orchard banquet room project.

XI. Business Manager Report

A. YTD 2009 Fund Summary

Business Manager presented the YTD 2009 Fund Summary.

B. Recreation Fund (02-16) Summary

There was discussion regarding Recreation Fund Summary as submitted.

XII. Committee Reports

A. Policy and Procedure Committee

Commissioner Vannelli reported the Board Policy and Procedure Manual is a work in progress.

XIII. Unfinished / Ongoing Business

There was none.

XIV. New Business

A. 2010 Budget Timeline

Executive Director Kathy Nowicki reviewed the 2010 Budget Timeline.

XV. Recess into Executive Session

At 7:55pm a motion was made by Commissioner Malouf and seconded by Commissioner Vannelli to recess into Executive Session in accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purposes of discussion of Approval of Minutes (Section 2(c)(21) and Personnel (Section 2(c)(1) at 7:55 p.m..

XVI. Reconvene to Open Session

Open session reconvened at 8:18 p.m.

XVII. Possible Action on Matters Discussed Executive Session

During Executive Session, minutes and personnel were discussed.

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Malouf to approve the Executive Director contract. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Pavlik, and Vannelli

Nays: None

Absent: Commissioners Olson, Spiegelhalter

XVIII. Adjournment

With no further business to discuss a motion was made by Commissioner Barrett and seconded by Commissioner Malouf to adjourn the Regular Board Meeting at 8:21 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,

Edlyn Castil

Edlyn Castil

Recording Secretary

Secretary: _____
P. Ludvigsen, Prospect Heights Park District Secretary