

**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, MAY 11, 2010**

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
Bernie Olson
Dan Pavlik
Bill Vannelli

Commissioners absent:

Jean Spiegelhalter

Also Present:

Kathy Nowicki – Executive Director
Dave Figgins – Superintendent of Recreation and Parks
Annette Curtis – Business Manager
Marc Heidkamp – Director of Golf Operations
James Lennon – Park District Attorney
Edlyn Castil – Recording Secretary

B. Pledge of Allegiance

The Pledge of Allegiance was led by Dave Figgins.

II. Corrections / Additions / Approval of Agenda

It was requested to add discussion about the letter of commendation to staff under Item XIII and the announcement of the election of officers at the 6/8/10 Board Meeting under Item IV.

A motion was made by Commissioner Malouf and seconded by Commissioner Vannelli to accept the Agenda as amended. The motion was unanimously approved by a voice vote. Motion carried.

III. Recognition / Introduction

A. Residents

There were none.

B. Guests – Dave Emanuelson, Public Research Group

III. Recognition / Introduction (continued)**C. Recognition – Dance Program**

Dave Figgins recognized the Dance Program. The three dance instructors have done a wonderful job. The Spring Recital held on 4/24/10 at Forest View was well attended. The instructors did a great job with the costumes and music.

IV. Announcements (Meetings)

A. Regular Board Meeting **06/08/10** **7:00 PM** **GMRC**
Election of Officers

V. Correspondence

A. NWSRA Inclusion Trend Report – April 2010

B. Park District Risk Management Association (PDRMA) Annual Report

C. Park District Risk Management Association (PDRMA) Pulse – Spring 2010

VI. Approval of Minutes

A. Regular Board Meeting – April 13, 2010

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Vannelli to approve the April 13, 2010 Regular Board Meeting minutes as submitted. The motion was unanimously approved by a voice vote. Motion carried.

VII. Public Comment

There were none.

VIII. Park District Treasurer's Report

A. Cash Report #05

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept the Treasurer's Report – Cash Report #05 dated May 11, 2010 as submitted. The motion was unanimously approved by a voice vote. Motion carried.

See Appendix A

B. Approval of Warrants for Payment

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept Warrants for payment as submitted for Vendor Warrants #4, 4A, 4B, 4C, 4D, 4E, Payroll 7, 8 and Refund 4. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Spiegelhalter

The motion carried.

See Appendix B

IX. Attorney's Report

A. Legal Matters

Attorney Jim Lennon distributed and discussed a memo regarding the Park District's right of first refusal/option to extend a contract. There will be continued discussion at the January 2011 Board Meeting.

X. Administrative / Operational Summary**A. Executive Director**

Executive Director Kathy Nowicki reported she has completed the FOIA Officer Training.

B. Superintendent of Recreation and Parks

As submitted in the Board packet.

C. Director of Golf Operations

Commissioner Pavlik discussed a concern addressed by a patron of the golf course that the golf rates were not published in the summer brochure. There was also discussion about marketing of OOC and the long range plan to update the OOC sign.

D. Superintendent of Greens

As submitted in the Board packet.

XI. Business Manager Report**A. YTD Fund Summary****B. Recreation Fund Summary****C. Cash Projection/Bond Payment Summary**

Business Manager Annette Curtis reviewed the fund summaries. She updated the cash flow projection 2009 – 2016. The biggest change in the projection is due to legislative changes relating to Limiting Bond Fund.

XII. Committee Reports

There were none.

XIII. Unfinished/Ongoing Business**A. Community Survey**

Dave Emanuelson of Public Research Group reviewed the draft Community Survey questions. A revised draft will be submitted this week and forwarded to the Commissioners for review.

Edlyn Castil, Recording Secretary, departed at 8:40 p.m.

B. Letter of Commendation to Staff

The Board reviewed the letter of commendation to staff and signed the letter. The letter is scheduled for distribution at Friday's All Staff Meeting.

XIV. New Business**A. Appoint FOIA Officer – Kathy Nowicki**

A motion was made by Commissioner Vannelli and seconded by Commissioner Olson to appoint Kathy Nowicki as the FOIA Officer and Dave Figgins as the alternate FOIA Officer. The motion was unanimously approved by a voice vote. Motion carried.

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

XVII. Possible Action on Matters Discussed Executive Session

There was none.

XIV. Adjournment

With no further business to discuss a motion was made by Commissioner Olson and seconded by Commissioner Malouf to adjourn the Regular Board Meeting at 9:10 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