

PUBLIC NOTICE
Prospect Heights Park District
Agenda For The Regular Board Meeting
May 15, 2012
Gary Morava Recreation Center
110 W. Camp McDonald Road
Prospect Heights, IL

- I. **Call to Order – 7:00 p.m.**
 - A. Roll Call
 - B. Pledge of Allegiance – Kathy Nowicki
- II. **Corrections / Additions / Approval of Agenda**
- III. **Correspondence**
 - A. Park District Risk Management Agency (PDRMA) Pulse Spring newsletter
 - B. IAPD Workshop announcement – “Building an Effective Board”
 - C. NWSRA Program Registration Report April 2012
 - D. IAPD Legislative Update #12-2012
 - E. Park District Risk Management Agency (PDRMA) 2011 Annual Report
- IV. **Nomination and Election of Officers May 2012 – April 2013**
 - A. Park Board President
 - B. Park Board Vice-President
 - C. Park Board Treasurer
 - D. Park Board Secretary
- V. **Recognition /Welcome**
 - A. Residents
 - B. Employee Recognition
 - C. Guests – Tracey Crawford, Executive Director NWSRA
- VI. **Approval of Minutes**
 - A. Regular Board Meeting – April 17, 2012
- VII. **Park District Treasurer’s Report**
 - A. Cash Report #05
 - B. Approval of Warrants for Payment

	<u>Date</u>
1. Vendor # 4	4/5/12
2. Vendor # 4A	4/12/12
3. Vendor # 4B	4/19/12
4. Vendor # 4C	4/26/12
5. Vendor # 4D	Electronic
6. Payroll # 7	4/6/12
7. Payroll # 8	4/20/12
8. Refund # 04	April
- VIII. **Business Manager Report**
 - A. YTD Fund Summary
 - B. Recreation Fund Summary
- IX. **Attorney’s Report**
 - A. Legal Matter

X. Administrative / Operational Summary

- A. Executive Director
- B. Superintendent of Recreation and Parks
- C. Director of Golf Operations
- D. Superintendent of Greens
- E. Administrative/Operational Updates
 - ADA Transition Plan – Phase 1
 - Departmental Report - Preschool
 - Resident and Employee Program/User Discounts

XI. President's Report**XII. Announcements (Meetings)**

	<u>Date</u>	<u>Time</u>	<u>Location</u>
A. Regular Board Meeting	06/19/12	7:00 PM	GMRC

XIII. Public Comment

Completion of Resident Comment Form required prior to Call to Order. Submit to Executive Director.

XIV. Unfinished / Ongoing Business**XV. New Business**

- A. Fund Balance Policy
- B. Audit Services 2012 -2013
- C. Personnel Policy
 - 1.) Telephone & Cell Phone
 - 2.) Blogging & Social Media
- D. Board Policy
- E. Park District Appointments May 2012 - April 2013
 - 1.) Park District Attorney
 - 2.) Representative to NWSRA Board
 - 3.) Recording Secretary

XVI. Recess into Executive Session (Visitors are Excused at this Time)

In accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of the following items:

- A. Approval of Minutes (Section 2(c) (21))
- B. Personnel (Section 2(c) (1))
- C. Land Acquisition (Section 2(c) (5/6))
- D. Litigation (Section 2(c) (11))

XVI. Reconvene to Open Session (Visitors Invited to Return at this Time)**XVII. Possible Action on Matters Discussed Executive Session****XVIII. Closing Comments****XIX. Adjournment**

Note 1: Meeting Location - Gary Morava Recreation Center, 110 W. Camp McDonald Road, Prospect Heights, IL. Meetings Held in Meeting Room I or II

Note 2: If You Would Like To Attend A Park Board Meeting But Require An Auxiliary Aid, Such As A Sign Language Interpreter, Please Contact Kathy Nowicki, Executive Director, 394-2848, At Least 72 Hours Prior To The Scheduled Meeting.

Our mission is to enhance the quality of life for all residents of the District through the development and maintenance of park lands and facilities utilizing available resources, as well as to promote community involvement through a variety of recreation programs, educational opportunities and special events.