

APPROVED

MINUTES OF A REGULAR MEETING OF
THE COMMISSIONERS AND OFFICERS OF
THE GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022
HELD TUESDAY, FEBRUARY 16, 2010

The meeting was called to order at 7:33 p.m. and the roll was called. Present were Commissioners Michael Brohman (President), Tim Stratton, Hilary Lee, Max Retsky and Bob Kimble. Staff present included Executive Director/Secretary Don Van Arsdale, Director of Finance/Human Resources Carol Mensinger, Director of Facilities Rob Ward, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck, Manager of Children's Circle Heather Burns and Lorise Weil, Office Manager.

Members of the public in attendance at this meeting were Glencoe residents Nancy and Dan Pollack, 700 Redwood lane, Mike O'Rourke, 310 Tudor, Steve Gaines 655 Greenwood, Ellie Peteria, 680 Greenwood, Shauna Drobney, 1070 Hohlfelder and Pete Spinner, 778 Vernon.

Consent Agenda Items Commissioner Stratton moved to approve the consent agenda as presented. Commissioner Kimble seconded the motion. The result of the roll call vote follows:

AYES: Kimble, Lee, Retsky, Stratton, Brohman
NAYS: None
ABSENT: None

Financial Report Director of Finance/Human Resources Mensinger gave a verbal summary of her written report, which was contained in the packet of materials prepared for the regular meeting on this date. Projected numbers were provided prior to the meeting. Mensinger highlighted the Recreation Department and noted that revenues shown would be deferred as of the fiscal year end; the Daycare Department continued to operate at a surplus, and that we were maintaining everywhere else. This concluded the financial report. No questions for Carol.

IAPD Awards President Brohman presented IAPD Community Service Awards to Community Members Nancy and Dan Pollack for their service to the Glencoe Park District and the community of Glencoe over the years (a copy of the presentation is attached to these minutes).

Matters from the Public President Brohman asked if there were audience members wishing to address the Board. Mike O'Rourke had two different situations to present: (1) Mr. O'Rourke stated he had a low-income housing tenant who was given a 90% scholarship by the Park District. He voiced a

concern over our \$1,500 maximum scholarship amount. He asked the Board if they could review the Scholarship Policy, because his tenant's child cannot go to school now. He further asked if the Scholarship Program can be advertised differently, noting the maximum amount may not be clear to the recipients. President Brohman asked Mr. O'Rourke to provide his personal information to Director/Secretary Van Arsdale for further investigation. (2) Mr. O'Rourke commented about the program for Rentals in our facility, with specific interest in "Apple A Day." He stated that our preferred catering list should note that the GPD charges a 10% cost to the customer or end user. President Brohman requested staff and the Special Projects and Facilities Committee address this issue. Commissioner Stratton commented that we need to be sure that the caterers that are partners with the District are reliable and that we have a process to ensure the users are well served.

Pete Spinner read a memorandum which discussed the need for improvement in our documentation of the minutes from November 2, 2009, and November 12, 2009. He resubmitted his question, asking what transpired with regard to authorizing the demolition of 233 North Linden Avenue. He further stated that it was important to maintain accurate and current data on our website, and that several agendas and minutes were missing from our website.

Commissioner Lee stated that from a legal perspective, minutes must be approved before they can be posted.

President Brohman commented on two issues: (1) The removal of the cabinets and bathroom items in the house have been dealt with and taken care of. (2) President Brohman was offended by the manner in which Mr. Spinner has mischaracterized and attacked Director of Facilities Rob Ward. President Brohman stated that Mr. Ward has never done anything here without anyone's knowledge or authority; Mr. Ward did nothing wrong.

No other matters from the Public.

Standing Committee Reports

Special Projects and Facilities Committee / Beach and Boating Fee Recommendations:

Beach Tokens – Director of Facilities Rob Ward reported that we were not raising our fees. We are lowering our age for what qualifies for senior rates from 65 to 60 years of age. He further mentioned that the Scholarship Program is not clearly stated. Therefore, a resident family token will be covered under the scholarship program. However, any tokens over two (2) will not be discounted.

Trellis Rental – Mr. Ward reported that the Cancellation Policy was modified to ten (10) days in advance. A back-up rental can take place at Watts, if weather

issues occur.

Sun Shelters – Mr. Ward reported that we extended the booking to sixty (60) days in advance. We also implemented a booking fee. Commissioner Stratton asked Mr. Ward about Sun Shelter occupancy, and if more shelters can be created, as the demand seems to be great for them; it would be worth investigating.

Boat House – Mr. Ward reported that the operating season will be shortened by one week. He further commented that we offer the best services for the cost as far as boat storage fees compared to other park districts on Lake Michigan.

Rack Space – Mr. Ward reported that we raised the fees \$10 to \$30, depending on whether you are a resident or non-resident.

Commissioner Stratton moved to approve the 2010 Beach and Boathouse Recommendations as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Retsky, Stratton, Brohman
NAYS: None
ABSENT: None

Recreation Committee:

2010 Spring/Summer Programs and Associated Fees – Director of Recreation Cheryl DeClerck reported that there were 34 new programs with a 3% increase for 2010. She further noted the highlights: The Northshore Senior Center, the Garage Sale and the Mini Camps.

Commissioner Retsky moved to approve the Spring/Summer Program Fees as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Stratton, Stratton, Brohman
NAYS: None
ABSENT: None

Agreement with Melrose Pyrotechnics, Inc. for Fireworks Display (3 Year Agreement) – Commissioner Stratton asked if we split the cost with the Village. Director of Recreation Cheryl DeClerck stated that we do split the cost of the barge. Commissioner Stratton stated that we were the primary sponsor of the fireworks display.

Commissioner Retsky moved to approve the Melrose Pyrotechnics, Inc. agreement for fireworks display as presented. Commissioner Kimble seconded

the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Stratton, Stratton, Brohman
NAYS: None
ABSENT: None

Glencoe Youth Services Annual Report – Stipend Request Director of Recreation Cheryl DeClerck introduced Steve Gaines and Ellie Peteria from Glencoe Youth Services. They are requesting to increase their support from the Park District. They are trying to provide a service and appreciate our partnership with them. They requested a stipend of \$11,000. President Brohman asked for discussion on their \$11,000 request. Commissioner Lee said that we could support them with \$10,000. Commissioner Retsky asked if we could do some other things that are non-monetary to assist them. President Brohman asked if the Recreation Committee could study their request and make a recommendation for the additional \$1,000 at their next committee meeting.

Commissioner Stratton motioned to approve a stipend of \$10,000 for Glencoe Youth Services and direct staff to include said amount in Fiscal Year 2010/2011 budget. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Retsky, Stratton, Brohman
NAYS: None
ABSENT: None

Community Center Renovation and Additions Update – President Brohman referred to the written report from Mr. Nielsen and stated that there was no action to take. Commissioner Stratton and President Brohman asked Director of Facilities Rob Ward to provide a status update on the eight (8) open items highlighted by the Village of Glencoe on the Takiff Center project. Director Ward provided an update for the Board. Commissioner Stratton asked about the status of the green roof. Director/Secretary van Arsdale responded that staff is examining a re-purposing this area and are looking at a traditional roof. President Brohman asked about the Takiff Center main lobby being WiFi accessible. Discussion ensued on whether this concept was approved by the Board at a previous meeting. Staff was directed to research meeting minutes to make this determination. Staff was directed to examine installation of WiFi in this area of the Takiff Center, and (if needed) bring this item for discussion at the next Special Projects and facilities Committee meeting.

Board Self Evaluation Retreat – President Brohman commented that only three (3) Board Members showed up at the Board self examination session. All five (5) Commissioners need to be in attendance, as a six-hour block of time is needed. President Brohman further asked if the Commissioners want to reschedule the retreat meeting. Commissioner Lee stated that she did not want to reschedule

the meeting if everyone could not commit to it.

New Business – There was no new business.

Staff Reports Manager of Children's Circle Heather Burns was asked by Director of Recreation Cheryl DeClerck to present her background, experience, and general information on the programs offered at Children's Circle. Manager Burns did so, and then lastly stated that she is working to raise awareness of the Early Childhood, Enrichment and day care programs.

Commissioner Lee and President Brohman made additional comments to Manager Burns about how pleased they are with her in the position and the Children's Circle program as a whole. The Board congratulated Ms. Burns for her excellent performance as a staff member. Director of Recreation Cheryl DeClerck also thanked Manager Burns for all of her efforts.

Executive Director/Secretary Van Arsdale reported that he had completed the Freedom of Information Act and Open Meetings Act trainings and has registered both with the Illinois Attorney General's office. He further noted that the Strategic Plan RFP was sent to fifteen (15) professional planning firms. Lastly, he reported that he has received forty-one (41) resumes for the Manager of Marketing and Communications position and has scheduled seven (7) interviews.

Responding to a question from President Brohman, Director of Parks Rick Bold reported that he has moved forward on the 3N park studies.

Adjourn with no further business, the meeting adjourned at 8:55 p.m. on a motion by Commissioner Stratton and second from Commissioner Lee.

Respectfully submitted,

Donald P. Van Arsdale

Public Comments:

Date: February 16, 2010
To: Glencoe Park District Board of Commissioners and Staff
Fr: Peter Spinner, Resident of Glencoe Since 2003
Re: More Transparency Needed in Glencoe Park District Business

It must be exceptionally difficult when residents of Glencoe such as me appear at your public meetings to address matters that are not of a positive nature. I have taken this into account in preparing my statements this evening, which I hope will encourage this Board to bring heightened transparency to how you document and communicate the District's ongoing business to the community.

To be sure, the Glencoe Park District has provided this community a wealth of enriching programs, amenities and services that bring tremendous value. My family has benefitted from the Park District in many ways since we moved here in 2003. With this in mind, please know it saddens me to once again address this board on the following issues.

You will recall I spoke before this board on Nov. 17. I thank you for correctly documenting my comments about improving public meeting documentation and the Takiff Center renovation project budget. However it must be stated that one key issue I raised was not included in Board approved Minutes of that meeting.

There was no mention of my question regarding the Nov. 12 *Glencoe News* story in the Nov. 17 meeting minutes. This could have been an honest mistake, as my question was rushed and rather heated that evening. Accordingly, I am submitting this question again tonight, but this time in writing. (Both hard and soft copies will be made available to you to facilitate adding my comments to this meeting's minutes).

Simply put, respected Board members and staff, I request that you offer some form of comment as to whether or not the reports in that Nov. 12 *Glencoe News* story were accurate. In particular, is it true that Executive Director Don Van Arsdale authorized the demolition on Park District property at 233 N. Linden and notified Board President Michael Brohman of this in an Aug. 17 email?

I would also respectfully request that Commissioners Timothy Stratton, Hilary Lee and Robert Kimble please post haste in approving the Minutes of the Special Projects & Facilities meeting they presided over on Nov. 2. These Commissioners, as well as Messrs. Van Arsdale and Brohman, were all present at this meeting, which has yet to have any public accounting of what transpired posted to your website. Please be sure to include that I asked all in attendance if you had any conflicting knowledge to District Director of Facilities Rob Ward's statement that he acted on his own accord when authorizing the demolition of the property at 233 N. Linden Ave. You will recall that your answer was "no" you did not.

There is a clear conflict between statements made on Nov. 2 and the Nov. 12 *Glencoe News* story that brings a potentially serious mark on high-ranking District officials integrity—or it could be something that is easily explainable. I hope it is the later.

This is perhaps the worst example of why it is important to maintain accurate and current public records that are available for public viewing your website. But you can see where residents like me can arrive upon a jaded point of view on how District officials operate without having easy access to current information...on your website...where it can be easily obtained.

Agendas and Minutes from 10 other meetings are currently missing on your website between March and December of last year. These should be updated quickly. Further, there is absolutely nothing posted on your business activities prior to that. Might I ask why?

If you chose again not to answer the question about the *Glencoe News* story this evening, I will again understand it is your right to do so. But please be sure to note that I asked.