

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, NOVEMBER 15, 2011

The meeting was called to order at 7:30 p.m. and the roll was called. Present were Commissioners Trent Cornell (President), Max Retsky (Vice President), Bob Kimble (Treasurer), Hilary Lee and Andre Lerman. Staff present included Executive Director/Secretary Don Van Arsdale, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck; Director of Finance/Human Resources Carol Mensinger, Director of Operations Steve Nagle, and Executive Assistant Nancy Symonds.

In attendance were Glencoe residents: Kelly Glauberman, 1229 Fairfield; and Janet Lerman, 244 Hazel.

Consent Agenda President Cornell indicated the next agenda item was the consent items and if any Commissioner wished to have an item removed, please so indicate. Commissioner Kimble moved to approve the consent agenda items as presented. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Matters from the Public There was no one wishing to address the Board at this time.

Financial Report Director of Finance/Human Resources Mensinger stated that the District has completed eight months in the fiscal year. She stated this year contractual payments were paid in October to Helen's Ultimate Fitness and Yoga and Glencoe Junior Kindergarten and Nursery School (GJK) and this year there are higher legal and health insurance costs. She continued by stating Beach and Boating Department expenses are included over a 12 month period.

Public Hearing: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, Illinois for 2011 President Cornell declared open a public hearing to hear questions and comments on the Levy Ordinance. Hearing none, President Cornell closed the public hearing.

Approval of Ordinance Number 761: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, Illinois for 2011 Commissioner Kimble moved to approve Ordinance Number 761: An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, Illinois for 2011 as presented. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Finance Committee of the Whole Report Treasurer Kimble began his report by stating the Committee met immediately before the regular meeting this evening. He then stated he would ask Director of Finance/Human Resources Mensinger to lead the Board through the Committee's discussions.

A. *Resolution Number 762: A Resolution to Join Illinois Institutional Investors Trust* Ms. Mensinger stated this resolution will permit the District to merge with the Illinois Institutional Investors Trust (IIIT). IIIT is advised by PFM, which is also the investment advisor for Illinois Park District Liquid Asset Fund (IPDLAF) and the District is currently a member agency. The IPDLAF Board is recommending this merger, which is expected to lower operating expenses, lower management fees, and increase flexibility in managing the combined funds' larger portfolio (\$1 billion versus \$300 million). After discussion, Commissioner Kimble moved to approve Resolution Number 762: A Resolution to Join Illinois Institutional Investors Trust. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

B. *Discussion of Resolution Number 763: Approving the Retention of PMA Financial, Inc. and PMA Securities, Inc. for Investment Services* Ms. Mensinger stated this Resolution will permit the District to utilize another investment option for the operating funds of the District. The District utilized PMA for investment of bond proceeds. She continued by stating this also gives competitive options with the investment of District monies. After discussion, Committee Chair Kimble moved to approve Resolution 763: Approving the Retention of PMA Financial, Inc. and PMA Securities, Inc. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

This concluded the Finance Committee of the Whole report.

Recreation Committee Report President Cornell stated the Committee met on November 9. He then asked Committee Chair Retsky to review the items discussed at the meeting.

A. *Discussion and Approval of Glencoe Junior Kindergarten and Nursery School Agreement.* Committee Chair Retsky indicated the final agreement being presented this evening was agreed to by the Recreation Committee and was reviewed by the District's legal counsel. After discussion, Commissioner Lerman moved to approve the Glencoe Junior Kindergarten and Nursery School Agreement to provide Services to Glencoe

Park District presented and direct the President to execute same. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lerman, Kimble, Retsky, Cornell
NAYS: Lee
ABSENT: None

B. Resolution Number 764: A Resolution Extending the Agreement to provide Recreational Programming Services Between Glencoe Park District and Helen's Ultimate Workout Center, Inc. Committee Chair Retsky indicated Ms. Boris has not been able to discuss a renewal agreement due to family concerns. However, the Committee is recommending that the current agreement with Ms. Boris be extended to May 31, 2012. Ms. Retsky directed a letter be sent to Ms. Boris to determine her intentions going forward and the programs and classes she would offer.

Discussion continued. Ms. Retsky stated currently Ms. Boris is offering programs through her own business, but she also teaches classes offered through the District. Ms. Retsky would like to have more definite information about how Ms. Boris is paid for the classes she teaches for the District as well as through her business. Also, the negotiations with Ms. Boris will need to be completed early in 2012 in order for information to be included in the District's next program brochure. President Cornell stated that Ms. Boris' summer programs are minimal and could be taught by others.

After discussion Commissioner Lerman moved to approve Resolution Number 764 Extending the Agreement to Provide Recreational Programming Services Between Glencoe Park District and Helen's Ultimate Workout Center, Inc. until May 31, 2012 as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

C. Discussion of Existing District Preschool Programs and Parent Group Advisory Process. President Cornell stating it was important to review from an operational standpoint the District's and GJK's preschool programs. He felt it was important to have a parent focus group established so parents can talk about the programs. He wanted staff to recommend names for this advisory group and present feedback. He said there is natural collaboration with the groups offering programs in the Takiff Center. He continued by stating he anticipated this parent advisory group being helpful to staff.

This concluded the Recreation Committee report.

Special Projects and Facilities Committee Report

A. Appointment of Glencoe Beach and Lakefront Advisory Group Members
Committee Chair Lerman reviewed with the Board a list of people that responded to our public appeal for volunteers and are recommended to be appointed to the Glencoe

Beach and Lakefront Advisory Group. He recommended two and four year appointments. President Cornell stated this will be the first of several advisory groups. He stated he would like to have an advisory group for Watts. Discussion ensued.

Commissioner Lee addressed the issue of the residency of the advisory group members and if the group should have non-resident members. She stated that there are non-resident renters of Watts. She continued by stating having previously served on the Village of Glencoe's Plan Commission, an advisory group only advises and does not set policies or procedures. She was concerned some of the proposed advisory group members do not pay taxes to Glencoe. Commissioner Kimble stated the advisory group would have no voting authority and would serve to provide feedback to the staff.

Director of Recreation DeClerck stated there is a Basketball Steering Committee with a staff liaison and the staff member does not serve as the committee chair. President Cornell stated future Board Committee members may change; as such, Commissioner Lerman might not continue to be the Chair of the Special Projects and Facilities Committee and the Glencoe Beach and Lakefront Advisory Group will continue regardless of the chair of the Special Projects and Facilities Committee.

Commissioner Kimble inquired about the process for selecting the advisory group members and reviewing their applications. He also asked if all the applicants who submitted applications were selected. President Cornell stated many non-residents have attended Committee and Board meetings when the beach and the boating operations is discussed.

Further discussion ensued. The advisory group would have to comply with the Open Meetings Act requirements.

After discussion President Cornell moved to appoint the following as members of the Glencoe Beach and Lakefront Advisory Group for two years: John Fitzgerald, Susan Isaacson, Laurie Morse, Susan Singer, Tom Sparks, Gael Strong, Tom Welch and Toni Risdon, alternate, and for four years Lisa Brooks, Scott Goldberg, Andre Lerman, Chair; Seth Palatnik, and John Ruderman. Commissioner Retsky seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

B. *Discussion of Strategic Plan Road Map Milestones* Commissioner Lerman stated he would like to defer an update on the Strategic Road Map until the December Board meeting.

Discussion and Possible Action: Resolution Number 765: Resolution to Initiate a Pilot Program to Provide Shared Services with the Village of Glencoe President Cornell began the discussion by stating former Board President Brohman and current Commissioner Lee began discussion with Village representatives last year. He continued by stating Commissioner Lerman, District staff, and he were continuing to

review other possibilities of sharing services with the Village. He continued by stating the proposed pilot program is for one year beginning with each entity's fiscal year, which is March 1, 2012. He felt this was a good move for the taxpayers. Discussion continued.

Director of Finance/Human Resources Mensinger indicated there will be financial tracking of the shared services expenses and the expenses will be tracked separately.

President Cornell stated staff would report to the Board on this project. Executive Director/Secretary Van Arsdale stated the staff would meet monthly on this.

After discussion, President Cornell moved to approve Resolution Number 765: Resolution to Initiate a Pilot Program to Provide Shared Services with the Village of Glencoe. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

New Business

A. *Discussion and Approval of Executive Director Attendance at NRPA Green School February 26 – March 2, 2012* President Cornell indicated this item is on the agenda because in the revised Board Policy Manual meeting expenses for staff in the aggregate of \$2,000 must be approved by the Board. Executive Director/Secretary Van Arsdale stated the conference is in West Virginia and the information presented at the conference would be in keeping with the Board's Strategic Road Map.

Commissioner Lee expressed her support for Mr. Van Arsdale's attendance at this conference. Vice President Retsky asked if it is a two-year commitment. Executive Director/Secretary Van Arsdale responded that it is a two-year school, but there is no upfront commitment to attend year two. Commissioner Kimble stated the information Mr. Van Arsdale would learn is appropriate as part of the Strategic Road Map is to have the District become more environmentally responsible. Discussion continued.

President Cornell stated this conference is important. Ms. Lee stated it is important to trust the Executive Director and staff.

Discussion ensued concerning the process for travel expenses. Mr. Van Arsdale indicated monies for conferences and training are included in the budget.

After discussion, President Cornell moved to approve Executive Director/Secretary Van Arsdale's attendance at the National Recreation and Park Association's Green School from February 26 – March 2, 2012 for registration, lodging, airfare and other necessary expenses. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

B. *Discussion and Approval of Staff Attendance at Illinois Association of Park Districts/Illinois Park and Recreation Association Annual Conference January 26 – 28, 2012* Executive Director/Secretary Van Arsdale stated various staff members' attendance at this annual conference is included in this year's budget. He stated Ms. Mensinger and he would not be attending. Vice President Retsky then moved to approve up to ten staff members to attend the Illinois Association of Park District/Illinois Park and Recreation Association Annual Conference January 26 – 28, 2012 for registration, lodging, and other necessary expenses. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

C. *Discussion and Approval of Northern Suburban Special Recreation Association Action Items.* Executive Director/Secretary Van Arsdale stated these are items from Northern Suburban Special Recreation Association (NSSRA).

Amended and Restated Articles of Agreement Currently NSSRA's administrative offices are located on park land and if in the future NSSRA would like to sell the land, a resolution would need to be authorized by the NSSRA Board and 2/3 of its member agencies to do so.

Vice President Retsky moved to approve the Amended and Restated Articles of Agreement as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Resolution to Ratify Amended and Restated Articles of Agreement Mr. Van Arsdale indicated the NSSRA Board of Directors has approved this resolution and the partner Districts will need to approve it as well. Vice President Retsky moved to approved Resolution 766 to Ratify Amended and Restated Articles of Agreement as presented. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

D. *Discussion of Street End Task Force* President Cornell stated Vice President Retsky and he attended a meeting of the Village's Task Force and would keep the Board apprised.

E. *Discussion of Building Calculation Study* President Cornell stated Executive Director/Secretary Van Arsdale and he have been in contact with Chapman & Cutler, the District's bond counsel, regarding the common area calculation for the tax exempt bonds. He indicated staff is working on this project and will present its findings to the Board when completed.

F. *Discussion of Establishing Watts Advisory Group* President Cornell stated he has been in contact with Village residents and regular Watts users Michael Glass and Jack Weinberg to assist the Board in establishing a Watts Advisory Group. He continued by stating the advisory group would give feedback to the staff. Ms. Lee indicated members of the advisory group should include representatives of Winnetka Hockey Association as this group rents the ice rinks during the skating season. Vice President Retsky indicated she would like to see a year-round use of Watts.

President Cornell stated he would give names of people who have expressed interest in serving on this advisory group to Ms. Lee. Ms. Lee indicated she would like to have this group come to the Special Projects and Facilities Committee before Watts opens for the skating season next year. Mr. Van Arsdale indicated an email blast could be distributed and a notice placed on the District's Website to solicit interest from residents to be considered to be included in the advisory group.

G. *Discussion of Increasing Board of Park Commissioners to Seven Members and Decreasing Length of Term from Six Years to Four Years* President Cornell stated this item is for discussion to get parameters for further discussion. Discussion ensued. Commissioner Lee stated the four year term is not necessarily a bad idea. Commissioner Kimble stated it is often difficult for the caucus to slate qualified candidates for governmental agencies volunteer boards.

This ended discussion of New Business.

Freedom of Information Act Requests Executive Director/Secretary Van Arsdale stated there have been no Freedom of Information Act (FOIA) requests received by the District since the last regular Board meeting.

Staff Reports Discussion ensued regarding scheduling upcoming meetings. The tentative schedule is: Tuesday, December 6, 2011: 7:30 p.m. Recreation Committee meeting followed at 8:30 p.m. by a Special Projects and Facilities Committee meeting; on Tuesday, December 13, 2011: 6 p.m. Centennial Committee meeting, 6:30 p.m. Personnel and Policy Committee meeting, 7:15 p.m. Finance Committee of the Whole, with the regular Board meeting beginning at 7:30 p.m.

Matters from the Public There were no matters from the public.

Other There was no other business brought before the Board.

Adjourn With no further business, the meeting adjourned at 9:10 p.m. on a motion from Vice President Retsky and a second by Commissioner Lee.

Respectfully submitted,

Donald P. Van Arsdale
Secretary