

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, JANUARY 15, 2013

The meeting was called to order at 7:34 p.m. and the roll was called. Present: Commissioners Max Retsky (President), Trent Cornell (Vice President), Bob Kimble (Treasurer), Hilary Lee, and Andre Lerman. Staff present included Interim Executive Director/Secretary Steve Nagle, Director of Finance/Human Resources Carol Mensinger, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck, and Manager of Marketing and Communications Sandra LoCascio.

Members of the public in attendance included Glencoe residents Phyllis Cheskin, 863 Peach Tree; Steve Gaines, 655 Greenwood; Debbie Jha, 1015 Elm Ridge; Jennifer Litowitz, 610 Longwood Avenue; Barb Padiak, 1170 Terrace Court; and Seth Palatnik, 1191 Fairfield. Also in attendance were Robert Bush from Ancel Glink Diamond Bush and Irv Leavitt from the Pioneer Press.

Consent Agenda Commissioner Cornell moved to approve the consent agenda items with an amendment to the regular meeting minutes as presented. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

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

Matters from the Public There was no one in attendance who wished to address the Board.

Interim Executive Director Report Mr. Nagle began his report by saying representatives from Glencoe Junior High Project and Glencoe Youth Services are in attendance at this meeting to provide background for their organizations' stipend requests. He continued by stating the gym light retrofitting project was completed over winter break. This project will save the District money on electrical costs and includes environmental enhancements for the District. He stated the Northern Suburban Special Recreation Association (NSSRA) would increase the District's Member Agency Contribution (MAC) approximately \$1,700 in the next budget.

He continued by stating nine staff members will be attending the Illinois Association of Park Districts/Illinois Parks and Recreation Association conference next week. This is a great opportunity for staff to be kept apprised of new developments in the industry.

He stated Ms. Mensinger and he received information from PDRMA about the impact on the District of the Affordability Health Care Act, which will affect the District beginning

in 2014. He continued by stating Ms. Mensinger and he will be participating in a Webinar to be held in February.

Mr. Nagle stated the District has submitted its 5 – 8 Levy Request to NSSRA. The levy will allow the District to use Special Recreation Fund monies for projects and expenses directly related to Special Recreation activities. Also, more information regarding NSSRA's facility acquisition will be presented in the spring.

He said the District's Winter Carnival was last Saturday and was a success in spite of the warm weather that limited some of the skating opportunities. He complimented staff about how well everyone was able to revise the schedule.

Commissioner Lerman stated he attended the winter carnival and complimented the staff on the event. Commissioner Lee thanked the staff for the work they contributed for the successful West School skate held before the winter break. She continued by thanking the staff for resurfacing the ice after each class skated, hiring a skate guard to monitor the skaters while they were skating, and having a police presence to ease parents' safety concerns.. Ms. Lee appreciated the extra staff that was available.

Financial Report Ms. Mensinger stated the District has completed ten months of the fiscal year. Revenues continued to look good; the beach revenues look good, and unfortunately the Watts Department had unanticipated equipment repairs. She stated staff is working on preparing the next fiscal year budget. To a question from Vice President Cornell, Mr. Nagle stated there would be some expenses for Watts for Zamboni repair and glass replacement. The warm weather had an impact on season token sales.

Glencoe Junior High Project Annual Report – Stipend Request Mr. Nagle introduced Debbie Jha, a co-president of Glencoe Junior High Project (GJHP). She stated GJHP has had a successful year. Social service is one of its prime components. She continued by stating GJHP's annual production, which is its largest fundraiser, will be in the next couple of weeks. She stated there are 50 participants in the play. She continued by stating there are social service activities for the children to join.

Commissioner Lee then moved to approve a stipend of \$10,000 for Glencoe Junior High Project and direct staff to include said amount in the Fiscal Year 2013/2014 Budget. Commissioner Lerman seconded the motion. The result of the roll call vote follows:

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

Ms. Jha thanked the Board for its continued contribution to GJHP. Commissioner Lerman stated it was important to have programming for junior high age children and it was important to partner with GJHP for programs for this age group. Ms. Jha stated she felt parents of junior high students would be willing to participate in a focus group to expand opportunities. Director of Recreation DeClerck stated recreation staff members

have met with GJHP participants to share ideas and potential activities. Vice President Cornell stated there are facilities at the Takiff Center and Watts Center for GJHP to have events.

To a question from President Retsky, Ms. Jha stated that fifth graders are included in GJHP activities as there are fewer eighth grade students.

Glencoe Youth Services Annual Report – Stipend Request Mr. Nagle introduced Steve Gaines, and Jeethu Oommen, Glencoe Youth Services Executive Director. He thanked Ms. Jha for her active involvement in Glencoe Youth Services (GYS) as well as GJHP. Mr. Gaines thanked the Board for its continued financial support of GYS. He stated it is important to have the teens who participate in GYS feel comfortable when they visit the GYS building. Ms. Oommen continued by stating GYS participants are also involved in social service projects.

She stated GYS also sponsors the Young Adult Program (YAP) for challenged young adults.

To a request from Vice President Cornell, Mr. Gaines responded that with fewer dollars from United Way, he was contacting other youth organizations to see how they are achieving their financial goals. He stated there are items that GYS cannot do without District support and assistance.

Mr. Gaines stated the District has been generous with a stipend request for GYS and an amount for the YAP program.

Vice President Cornell then moved to approve a stipend of \$10,000 for Glencoe Youth Services and \$1,000 for Young Adults Program and direct staff to include said amounts in Fiscal Year 2013/2014 Budget. Commissioner Lee seconded the motion. The result of the roll call vote follows:

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

Marketing and Communications Committee Report Committee Chair Lee stated there was one item for Board action. Manager of Marketing and Communication LoCascio stated there were five bids which were received in response to the District's bid request. She stated the bid this year was designed for two years with the second year at the District's discretion. To a question from Vice President Cornell, Ms. LoCascio stated it is important to mail the brochures to residents as it is the primary source of information on the District's events and programs. Commissioner Lee then moved to accept the print bid for fiscal year 2013/2014 submitted by Creekside Printing of Elgin, Illinois in the amount of \$17,266 and at the District's discretion the print bid for fiscal year 2014/2015 in the amount of \$17,611. Commissioner Cornell seconded the motion. The result of the roll call vote follows:

AYES: Lerman, Lee, Kimble, Cornell, Retsky

NAYS: None
ABSENT: None

Committee Chair Lee stated the Committee also stated the District's website is getting cluttered with information. One idea was to relocate the audio files to YouTube. Ms. LoCascio stated that Board packet is a large document, which uses a large amount of web space. The Committee also looked at microsites for Early Learning Center and Children's Circle programs. There will be color changes to the District's brochure to make reference pages easier to locate.

Personnel and Policy Committee Report Director of Finance/Human Resources Mensinger stated the dental insurance for full-time staff expires February 1. Commissioner Cornell moved to approve the Park District continue its current coverage levels with Humana (\$50 deductible, \$2,000 annual maximum). Commissioner Kimble seconded the motion. The result of the roll call vote follows:

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

Special Projects and Facilities Committee Report Committee Chair Cornell stated the Committee met on January 7, 2013 at which time Friends Park renovation was discussed.

A. Update on Friends Park Playground Plan Mr. Cornell stated the Committee reviewed the train concept plan, costs, and fundraising possibilities. He stated the Committee reviewed prices and equipment for the proposed park. Mr. Nagle stated the landscape architect was able to get prices from various manufacturers of playground equipment for further discussion and review. The proposed train concept was shared with various age groups to get their feedback about what they liked and did not like. Discussion continued.

Funding for the Friends Park renovation was then discussed. Director of Finance/Human Resources Mensinger outlined the various scenarios, which could be available for funding the project. Commissioner Lerman then inquired about other proposed capital items. Discussion continued. Ms. Mensinger stated the Board and staff will review the capital items at an upcoming Finance Committee of the Whole meeting. Discussion ensued.

Mr. Nagle indicated staff would like to have RGC continue its work on Friends Park. The bulk of the next phase is the bid preparation and procedures. Director of Parks Bold stated there is lots of detail required in preparing the bid documents. Discussion ensued.

After further discussion, Commissioner Cornell moved to approve architectural/professional design services not to exceed \$20,150 for Friends Park. Commissioner Kimble seconded the motion. The result of the roll call vote follows:

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

The next Special Projects and Facilities Committee will be at 7:30 p.m. on February 5 with the possibility of a Special Board meeting to follow that meeting regarding Friends Park. At the next Committee meeting there could also be discussion of fund raising opportunities for Friends Park.

Staff Safety Committee There were no additional comments on the staff safety committee.

Old Business There was no old business to discuss.

New Business There was no new business to discuss.

Freedom of Information Act Request Report There was one Freedom of Information Act (FOIA) request received; the District has responded. To a question from President Retsky, Director of Finance/Human Resources Mensinger stated the information requested in the FOIA was available on the District's website.

Staff Report Director of Recreation DeClerck stated recreation staff is working with middle-school age children to review concept plans for Friends Park for their feedback. She continued by stating the number of classes which have cancelled from 43% in Fall of 2009 to 18% in the Fall of 2012.

To a question from Commissioner Cornell, Interim Executive Director Nagle stated he will be meeting with Parks Department staff to give an update on the greenhouse operations. Director of Parks Bold commented he has been contacting local community groups.

Matters from the Public President Retsky asked if anyone in the audience had any questions or comments. Ms. Padiak inquired about the relationship the District has with RGC. Mr. Nagle stated staff has worked with RGC previously. Discussion then focused on the funds available for the renovation project.

Closed Session in Accordance with Section 2(c)1 of the Open Meetings Act At 9:20 p.m. Commissioner Kimble moved to adjourn into Closed Session in Accordance with Section 2(c)1 of the Open Meetings Act. Commissioner Cornell seconded the motion. The result of the roll call vote follows:

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

The meeting reconvened in regular session at 10:12 p.m.

Action, if Any, on Item(s) Taken in Closed Session There was no action taken.

Adjourn At 10:13 p.m., Commissioner Lerman moved to adjourn the meeting.
Commissioner Kimble seconded the motion which passed by unanimous voice vote.

Respectfully submitted,

Steven T. Nagle
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Secretary