

APPROVED

MINUTES OF FEBRUARY 18, 2014 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:30 p.m. and roll was called. Commissioners present: President Bob Kimble, Vice President Hilary Lee, Treasurer Seth Palatnik, Commissioner Steve Gaines; Staff present: Executive Director/ Board Secretary Lisa Sheppard, Director of Finance/Human Resources Carol Mensinger, Director of Parks Rick Bold, Director of Recreation and Facilities Dave Figgins, Manager of Marketing and Communications Erin Maassen, and Administrative Assistant Jenny Runkel. Commissioner Andre Lerman was absent.

Members of the public in attendance included Glencoe Youth Services Director, Edward Simon.

Consent Agenda: A motion was made by President Kimble to approve the consent agenda items as presented including Minutes of January 21, 2014 Regular Board Meeting and Approval of the Bills. Commissioner Gaines seconded the motion. Roll call vote taken:

AYES: Gaines, Palatnik, Lee, Kimble
NAYS: None
ABSENT: Lerman

Matters from the Public: There was no one present wishing to address the Board on issues not listed on the Agenda.

Financial Report: Director of Finance/Human Resources Mensinger stated that the District is currently eleven months into its current fiscal year. Mensinger said it is a crazy time; however, nothing stands out from the report as presented other than that Day Care was lagging earlier and it is good to see numbers back up.

Glencoe Youth Services (GYS) Annual Report: Sheppard introduced Edward Simon, Director of GYS. Simon explained they have been providing programs for teens since the early 70's and teens since the mid 80's providing informal recreational activities and counseling, and hopes to do so for another 40 years and beyond. Simon said he has been the Director since June 1, 2013. In the past year, there have been many gains, new programs and staff with new energy. They are reaching out in cooperation with Glencoe Jr High Project and Winnetka Youth Centers, working with Writers Theatre later this year for an Anti-Bullying Program, and working with high school students at New Trier. Young Adult Program (YAP) has been growing quite a bit. New this year, YAP is providing concessions on Sundays at Watts Ice Center employing adults with disabilities and supervised by their staff. Adults with special needs often have problems finding work and this gives them the opportunity to gain experience, add to their resume

and grow. On the GYS side, programs have been well-attended including the Valentine's Day event with Buffalo Wild Wings and a movie. Programs are getting into a routine for example, volunteering at the same soup kitchen monthly in Evanston, every 1st Saturday is a movie, and every 3rd Friday is an event that targets Jr High students promoted by Glencoe Jr High Project. They are trying to establish a feeling of community and a sense of belonging.

Gaines mentioned that he is on the Glencoe Youth Services Board and will recuse himself from voting. As a Board Member of GYS, he is so proud of the work that Ed and the staff have accomplished. GYS has had staff issues in the past leading to complicated problems. Eddie, Margaret, and Debbie Jha have rejuvenated the program making it a benefit to the community. They are reaching out successfully; shown in their attendance and fiscal health. They are a tremendous asset to our community.

Sheppard attended the GYS Board Meeting and noted they have a great staff and have done creative things with the warming house, which makes it very inviting to the kids, who have a great time when they attend. She applauded Edward on the work accomplished and looks forward to having him work with Dave Figgins and our staff. Figgins added he would attend the March GYS Board Meeting.

Palatnik added that it is terrific giving kids 14-15 years a voice and he asked Simon what children that age are looking for? Simon explained that age group is challenging since they jump back and forth from child to adult. The number one thing they want is to belong and feel as though their community is safe and they will not be judged. How that relates to the Park District is to provide programming centered on them and also engaging them through employment and volunteer opportunities, for example, they volunteer for the Park Districts Annual Halloween party. Teens want to be separate from adults, but they also want a sense of community, just when they are ready for it.

Action Item:

Approve a stipend of \$10,000 for Glencoe Youth Services, \$1,000 for YAP, and direct staff to include said amount in Fiscal Year 2014/2015 Budget: A motion was made by President Kimble to approve the stipend as presented. Commissioner Lee seconded the motion. Roll call vote taken:

AYES:	Palatnik, Lee, Kimble
NAYS:	None
ABSENT:	Lerman
ABSTAIN:	Gaines

Staff Reports: Kimble asked if there are any questions or comments. Kimble stated he ran into Breanne Schnoor on Monday, while she was shopping for the Day Off Programs, she informed him of the tremendous turn out for both Day Off Programs of 50 on Monday and 45 on Tuesday. The program yesterday stayed on-site due to inclement weather, so instead of the trip to Lombard they had an ice cream bar and activities. The ceramics instructor, Natalie offered activities that day.

Kimble stated he has heard nothing but good things about programs with a heavy emphasis on ceramics, as his wife is involved in that program. Sheppard and Figgins added they are very happy with the ceramics program.

Executive Director Report: Sheppard asked if there were any questions on the report, which was enclosed in the board packet.

Sheppard explained they are still looking for a barge for the Fourth of July Fireworks; however, it does not look promising. The plan remains that the swimming beach will be closed all day and the boating beach will be open until 6:00p. We are waiting on information about debris-less fireworks; however, they are not what we would expect as being more like Roman Candles. Additionally, Sheppard met with Phil Kiraly last week and will be sending out letters to Key Stakeholders in the community in order to create a Fourth of July Committee for ideas.

Sheppard then continued on to the Glencoe Junior Kindergarten and Park District renewal agreement. Our contract calls for a max of 2% increase in this contract with no other changes applicable at this time. This has never been done before, so Sheppard asked staff to compile actual costs associated including use of our building, registration, marketing and fair market rent. Once reviewed, GJK pays about \$150,000 per year to cover expenses including direct and indirect costs; however, we expend about \$200,000 per year. We thought the increase was justified with the fee increase going into effect May 2015 giving them time to adjust their rates accordingly.

Palatnik asked for clarification on the fee split to which Sheppard answered that the current split is 80/20, which will increase by 1% changing to a 79/21 split in 2015. Palatnik verified with Sheppard that we have justified this by analyzing cost and expenses and we need to increase the sharing, because we are not covering all the direct expenses. Sheppard replied affirmatively and added that she met with the GJK Presidents and then the GJK Board to discuss this change. Sheppard stated her goal is to reach a 25/75 percent slowly over the years to cover the indirect expenses we are incurring.

Sheppard stated the next action item is the Northbrook Aquatic Service Agreement Renewal. She did not have anything to add other than it continues to be a great relationship for us.

Sheppard moved on to the Master Plan update including moving forward with Key Stakeholder Meetings and Focus Groups on March 12 & 13, which the Board does not need to attend. The Board's Focus Group will be held during a Board Meeting or another date chosen. She listed all the organizations who will be invited to one of the 12 meetings over two days. Representatives will include Village officials and staff, past commissioners, other community leaders, Beach and Lakefront Advisory Group, Watts Advisory Group, Rotary, Chamber, and participants of park district programs. If Board members know of anyone else who should be invited please share contact information with Sheppard.

Gaines asked if there is any way we can reach out to those who are in private or parochial schools in the area in order to get them involved even though they are not part of the Glencoe school system. Gaines and Lee offered to contact neighbors and those they know.

Sheppard added that anyone who has asked for an improvement in the past, for example, a dog park, etc. will be invited. Please forward contact information for anyone the Board would like invited by Monday. She also included engagement outlines in the report, so the Board knows the timeline for action. We can also send a list of questions so that community members who are invited and cannot attend can still provide their input.

Sheppard then discussed an issue on Watts that David Johnson discovered when he attended a conference session. The R22 refrigerant that is used in the Watts compressors will need to be changed to ammonia by 2020. This topic will need to be discussed during the Master Plan process.

Sheppard then explained that we offered a focus group on Real-Time Registration to 50 participants for which we received one positive reply to attend and that person cancelled the day before the focus group. This shows us that there is no real concern about Real-Time Registration. Additional confirmation is that 90% of invitees opened the invite and then did not comment or participate. We contacted many park districts to find the best possible way to transition, and we are starting with the smallest registration period, and will make adjustments as needed.

No one had further comments or questions regarding the Executive Director's report.

Action Items

Approval of Glencoe Junior Kindergarten (GJK) and Glencoe Park District (GPD)

Agreement: A motion was made by President Kimble to approve the agreement as presented. Commissioner Palatnik seconded the motion. Roll call vote taken:

AYES: Gaines, Palatnik, Lee, Kimble
NAYS: None
ABSENT: Lerman

Approval of 2014 Northbrook Aquatic Service Agreement Renewal: A motion was made by President Kimble to approve the agreement as presented. Commissioner Gaines seconded the motion. Roll call vote taken:

AYES: Gaines, Palatnik, Lee, Kimble
NAYS: None
ABSENT: Lerman

Gaines asked if we are still doing something with Highland Park's beach access. Sheppard responded that we are waiting for them to give approval. Their beach is under renovation and they want access to our beach. Kimble added that we will be

closing the swimming beach on the Fourth of July for fireworks and it is great that there are other beaches available less than a mile from here.

Approval of the Audit Service Contract: A motion was made by Commissioner Palatnik to approve the Audit Service Contract as presented. President Kimble seconded the motion. Roll call vote taken:

AYES:	Gaines, Palatnik, Lee, Kimble
NAYS:	None
ABSENT:	Lerman

Matters from the Public: No members of the public were present.

Adjourn to Closed Session: President Kimble moved to adjourn to closed session at 7:58 p.m. Commissioner Lee seconded the motion, which passed by unanimous voice vote.

Return to Open Session: President Kimble moved to return to open session at 8:30 p.m. Commissioner Lee seconded the motion, which passed by unanimous voice vote.

Adjourn: President Kimble moved to adjourn the meeting at 8:31 p.m. Commissioner Gaines seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,
Lisa M. Sheppard
Secretary