

MINUTES OF MAY 17, 2016 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:31 p.m. and roll was called.

Commissioners present:

Seth Palatnik, President
Dudley Onderdonk, Vice President
Lisa Brooks, Treasurer
Steve Gaines, Commissioner
Andre Lerman, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Mike Lushniak, Director of Recreation/Facilities
Erin Maassen, Manager of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Patty Kozer

Consent Agenda: A motion was made by Commissioner Gaines to approve the consent agenda items as presented including Minutes of the April 19, 2016 Regular Board Meeting, Approval of the Bills and Ordinance 849: Surplus Property Disposal. Commissioner Lerman seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Election of President and Vice President: As Board Secretary, Executive Director Sheppard opened the nominations for President. Commissioner Lerman nominated Commissioner Gaines. Commissioner Palatnik seconded the motion. Hearing no further nominations, the nominations closed. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

As Board Secretary, Executive Director Sheppard opened the nominations for Vice President. Commissioner Lerman nominated Commissioner Onderdonk. Commissioner Lerman seconded the motion. Hearing no further nominations, the nominations closed. Roll call vote taken:

AYES: Brooks, Lerman, Onderdonk, Palatnik, Gaines
NAYS: None
ABSENT: None

Appointment of Officers and Representatives: President Gaines made a motion to appoint Commissioner Brooks as Treasurer; Robert Bush, Ancel, Glink, Diamond, Bush, DiCianni, & Krafthefer as General Legal Counsel and Ethics Officer; Lisa M. Sheppard as Secretary to the Board/Executive Director; Commissioner Onderdonk as

representative to the Glencoe Plan Commission; and Lisa M. Sheppard and Jennifer L. K. Runkel as Freedom of Information Officers. Commissioner Lerman seconded the motion. Roll call vote taken:

AYES: Brooks, Lerman, Onderdonk, Palatnik, Gaines
NAYS: None
ABSENT: None

Board Committee Appointments: President Gaines appointed Commissioners Brooks, Gaines, Lerman, Onderdonk, and Palatnik to the Finance Committee of the Whole with Treasurer Brooks as Chair. President Gaines appointed Commissioners Lerman, Brooks, and Gaines to the Special Projects and Facilities Committee with Commissioner Lerman as Chair. President Gaines appointed Commissioners Palatnik, Brooks, and Gaines to the Personnel and Policy Committee with Commissioner Palatnik as Chair.

Committee meetings will be held on the first Tuesdays monthly at 7:00 p.m.

Financial Report: Director Mensinger stated we are two months into the fiscal year. A Recreation Department decrease in revenue is due to Glencoe Junior Kindergarten canceling their extension program due to the District 35 full day kindergarten program, lower camp revenue, and two payrolls in May.

Staff Reports: Staff shared additional information not included in their Board Reports. Director Leiner stated that weather has created wet condition that have delayed mowing of parks. He also indicated that Veterans Park plaza landscape design has been updated. The first draft of the roof bid from ACG will be coming this week. The last property inspection was completed this week, with the final draft coming in June. Glencoe's Memorial Day event on May 30 is run by the Village with support given by the Park District.

Director Mensinger shared that we received the first draft of the Audit report for the Finance Committee of the Whole meeting.

Director Lushniak added that the Recreation Team has been busy transferring kindergarten classes to evening and weekends and completing brochure information for Manager Maassen. The District passed the DCFS audit with flying colors. The Beach opens next weekend. The biggest impact to loss of beach due to rising water levels is on the boating beach and Facility Manager Bobby Collins worked on relocating boats. Due to work on Old Green Bay Road, the camp drop off location this summer will be at Park 7n.

Manager Maassen stated that our commercial ended well with 70% viewership. Marketing and Recreation Interns are starting Monday. Beach signage updating is underway with regard to content and location of highest impact. The weekly Beach Pass push started last week on Wednesdays. The summer sampler goes out tomorrow. Rental equipment is now in a more visible location on the swimming beach.

Executive Director Report: Executive Director Sheppard met with Sandra Bahrmassel who was part of the original group who fundraised for Liza's Gazebo. She loved the final designs and was appreciative that it will remain Liza's Gazebo with the same look. She fought for brick pavers the first time around and was able to find two anonymous donations totaling \$10,000. With the donation and Board approval, they have been added to the design. The dedication is set for Sunday, September 11, 2016 at 2:00 p.m. All Staff training is scheduled for seasonal and programming staff on Wednesday, June 1 at 6:30 p.m. Commissioners are welcome. Unplug 'N Play is theme this summer #UnplugGlencoe. The Fourth of July Talent Show has been moved to Wyman Green. Staff is looking for food trucks for the Fourth of July event. The Special Projects and Facilities meeting will be held on Tuesday, June 7 at 7:00 p.m. The Berlin Park Groundbreaking Ceremony is on Monday, June 6 at 6:45 p.m. Our IPRA Park Pursuit team won first place. The Director's Message included in the report will be in this month's Glencoe Quarterly.

The Safety Committee has no major issues to report. The committee is currently discussing summer safety, reviewing staff who should serve on the committee, and reviewing safety manuals. Part-time staff will receive onsite training and manual training. Playground inspections are documented monthly.

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

Other Business: Commissioner Onderdonk shared that there will be Downtown Tune-up Workshops on Saturday, May 21 from 11:00 a.m.-1:00 p.m. and Wednesday, May 25 from 6:00-8:00 p.m. to present commission ideas.

Adjourn: Commissioner Lerman moved to adjourn the meeting at 8:19 p.m. Commissioner Palatnik seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary