

MINUTES OF MAY 21, 2019 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:02pm and roll was called.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Dudley Onderdonk, Treasurer
Josh Lutton, Commissioner
Bob Kimble, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Classen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Alec Covey, Levi Covey, Tessa Covey, Peggy Kimble, Bart Schneider

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of the April 16, 2019 Regular Board Meeting, May 7, 2019 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Lutton seconded the motion. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None
Motion passed.

Matters from the Public: There was no one wishing to address the Board.

Recognition of Retiring Commissioner: Bart Schneider was thanked for his service to the Glencoe Caucus. President Brooks, Commissioners, and staff explained how Bob ended up filling Steve Gaines unexpired term and expounded on Bob's great qualities vocalizing appreciation.

Action Item:

Approval of Commissioner Service Resolution No. 899 – Bob Kimble: President Brooks read the appreciation plaque. A motion was made by Commissioner Onderdonk to approve Commissioner Service Resolution No. 899 – Bob Kimble as presented. Commissioner Boron seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None
Motion passed.

Comments from Retiring Commissioner – Bob Kimble: Commissioner Kimble thanked commissioners and staff and commented on his service.

Recess: A celebratory recess was held for Commissioners Kimble, Brooks, Covey, and Onderdonk.

Oath of Office: Lisa M. Brooks, Michael Covey, Dudley Onderdonk: Executive Lisa Sheppard issued the Oath of Office to Lisa Brooks, Michael Covey, and Dudley Onderdonk.

Election of President and Vice-President: Executive Director Sheppard, as Board Secretary, opened nominations for President of the Board. Commissioner Onderdonk nominated Lisa Brooks and Commissioner Boron seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Sheppard opened nominations for Vice-President of the Board. President Brooks nominated Stefanie Boron and Commissioner Onderdonk seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Appointment of Officers and Representatives: President Brooks made a motion to appoint Michael Covey as Treasurer; Robert Bush of Ancel Glink, as General Legal Counsel and Ethics Officer; Lisa M. Sheppard, Executive Director as Secretary to the Board; Dudley Onderdonk as representative to the Glencoe Plan Commission; Lisa M. Sheppard and Jennifer L. Runkel as Freedom of Information Act Officers; and Dudley Onderdonk as representative to the Glencoe Sustainability Committee. Commissioner Boron seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Board Committee Appointments: President Brooks announced the appointments including Chair Covey and members including all commissioners for Finance Committee of the Whole and all committees moving forward to be Committee of the Whole with all commissioners.

Board Advisory Group Chair Appointments: President Brooks announced the advisory group appointments including Chair Lutton for Glencoe Beach and Lakefront Advisory Group, Chair Boron for the Early Childhood Advisory Group, Chair Brooks for Watts Advisory Group, and Lisa Sheppard as the NSSRA Liaison.

Financial Report: Director of Finance/Human Resources Mensinger stated we are two months into the year. The fitness department change from annual to monthly memberships affects comparisons and will catch up through the year. We will not see anything for beach pass revenue until June due to weather, although there was a surge before the early bird deadline. One hot weekend can make a difference with consistency coming July and August. Rec/Admin/Takiff surge in expenses show the fund transfer to Fund 69. Parks expenses are up due to early timing of projects based on good weather.

Staff Reports: Staff shared additional information not included in their Board Reports.

Director Mensinger shared that the first draft from the auditors will be presented at the committee meeting in June and going before the Board at the regular Board meeting in June as well as beginning talks of transferring funds to Fund 69 for Capital Projects. The June Finance Committee meeting will start at 6:30pm to communicate the results of the audit.

Director Collins stated that the Recreation Team is busy with camp and beach preparations, trainings, and staff meetings. Early beach training does happen with wet suits in Lake Michigan and at Wilmette's heated outdoor pool. Children's Circle is booming with 72 on waitlist; 25 are infants. Collins will provide the nonresident to resident breakdown. The program would need four more classes to expand; however, we are out of room. Changing area demographics show a need for full-day daycare.

Superintendent Classen shared that our Gold Medal video will be revealed on June 5 to the community and Board on our website. For the unveiling of our new mascot, Gus, staff will be wearing Gus shirts and Gus will be at special events. A Gus scavenger hunt includes many questions on sustainability at our parks following a booklet to be returned when complete for a prize.

Director Leiner shared that we are currently out to bid on the Takiff playground and park path resurfacing throughout our parks.

Executive Director Sheppard explained that spring has been challenging for Parks and Recreation teams with maintenance and scheduling fields and courts and have done a good job. The GBA Board President posted a Facebook message and sent an email thanking the District for the amazing effort from our team. GBA was able to get in all games other than the ones cancelled due to rain or thunder during the game. The relationship between us is wonderful.

The Woodlawn construction fence will be removed in the coming days based on good weather.

The Safety Committee reported that PDRMA sent several reports included in the Board packet. In cooperation with Glencoe Public Safety, we held active shooter training for managers and ELC staff.

Executive Director Report: Executive Director Sheppard proudly announced we are a finalist for NRPA Gold Medal for park districts under 30,000. We will be working on our video due June 3. Every time we apply, we look at how we can improve on the pillars to be a top tier park district.

Darryl Harris is speaking at our May 30 summer all staff training. Summer camp and beach is hiring, training, and getting ready for summer. The Park-A-Palooza Woodlawn Park grand opening is on June 5 from 4-5:30pm. For the Memorial Day Village of Glencoe and Patriotic Committee event, President Brooks will be representing the District. The inclement weather location is Takiff.

The July committee meeting moved to July 9 after the holiday.

We are in the process of receiving applications for the dog park task force and have received a lot of feedback. The request for applications was on social media, sent letters to surrounding neighbors of the possible parks, and published in a newspaper.

The park district will be having a float for the Fourth of July Parade and would like commissioners their families to participate and hand out candy at 3:00pm.

Action Items:

Approval of Resolution No. 900 Bank Depository Relationship – BMO Harris Bank: A motion was made by Commissioner Boron to approve Resolution No. 900 as presented. Commissioner Covey seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None
Motion passed.

Approval of Exterior Rehabilitation of Takiff Center and Watts Recreation Center Painting, Carpentry, and Roof Repair Bid: A motion was made by Commissioner Boron to approve the lowest responsible bidder, L. Marshall Roofing & Sheet Metal of Glenview, IL, for Base Bid A, B1, B3, for a total of \$103,950 with \$13,165 remaining for contingency as presented. Commissioner Lutton seconded the motion. Work being done at each location was reviewed. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None
Motion passed.

Other Business: There was no other business.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:03pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary