MINUTES OF A REGULAR MEETING OF
THE COMMISSIONERS AND OFFICERS OF
THE GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022
HELD TUESDAY, SEPTEMBER 20, 2011

The meeting was called to order at 7:32 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: Shawna Drobny, representing Glencoe Junior Kindergarten and Nursery School, 1076 Hohlfelder; Peter Dyke, 457 Grove; Steve Gaines, 655 Greenwood; Mike Glass, 687 Birch; Penny Gundry, 873 Grove; Kelly Glauberman, representing Glencoe Junior Kindergarten and Nursery School, 1229 Fairfield; Janet Lerman, 244 Hazel; Brad Miller, 565 Lincoln Avenue; Lee Marshall, 604 Vernon; Jane Passy, 995 Old Elm; John Talbot, 340 Randolph; Mo Ulicny, 771 Vernon; Estelle Ure, 412 Madison; Robert Ury, 263 Dennis; and Sheila and Jack Weinberg, 111 Ravine Glade.

Also in attendance was Virginia Thomas, 1816 Wildberry, Glenview

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 Lee 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 President Cornell asked if there was anyone in the audience wishing to address the Board at this time. President Cornell then recognized Jack Weinberg.

Mr. Weinberg began his comments by stating he is a former Commissioner of the District and has been a citizen of Glencoe for 28 years. He continued by stating he felt compelled to come before the Board because of some reasons for concern. He stated that starting when the slate of new Commissioners was announced he felt a campaign was begun to enlist the candidates in a plan to aid in the recovery of a Commissioner’s status on the Board which was lost due to the poor attitude and desire that she did not get her own way. He then stated he was submitting to Executive Director/Secretary Van Arsdale a Freedom of Information Act (FOIA) request for any and all
correspondence between Vice President Retsky and then-candidates Cornell and Lerman; he felt if their desire was to be truly transparent, a FOIA would not be necessary. He stated he was involved in some email correspondence that was initiated by Vice President Retsky.

He continued by stating when he was reappointed to the Board, she said, “I know you hate me.” Mr. Weinberg said he did not hate her and he does not hate anyone. He stated he was very disappointed in some of the actions of some of the Board members. He continued by stating that Vice President Retsky is intelligent and has good ideas and suggestions; but she takes things personally and emotionally instead of as a professional encounter as it should be if she does not get her way.

Mr. Weinberg continued by stating at his last meeting as a Commissioner then President Brohman had secured an affirmative vote of renewing the proposed contract with Glencoe Junior Kindergarten and Nursery School. One of the first acts of the newly constituted Board was to stop the contract. He stated the new Board stopped the proposed contract and a new round of negotiations was begun. New President Cornell never recused himself nor did he inform that Board that his wife is on the Board of GJK. Mr. Weinberg learned this through a previous FOIA response he received today. In the interest of transparency, Mr. Weinberg felt President Cornell should recuse himself from any discussion of GJK. This should be a matter of public record. He also stated that the new Board fired the District legal counsel; one of the concerns of the last Board was legal expenses for the District which were quite high because then Commissioner Retsky would call the District’s attorney every day. He continued by stating then President Brohman limited Commissioner Retsky’s access to the attorney.

He heard that in the new proposed GJK agreement it was being considered that several programs be taken away from the District and offered to GJK to provide. He felt any such discussion should take place in an open meeting through the Board’s Recreation Committee, run by its new Chair, Ms. Retsky, before there is a Board vote. He stated there are many people who have worked hard to get this building built and he said the staff has done an incredible job providing for the needs of the community. He felt it was unfortunate that several Commissioners have been belittling and brow beating staff. He continued by stating he has served on many boards and one of the things he learned is to keep your eyes and ears open and your mouth shut in order to learn. He wished the new Commissioners had done the same so they might grow and respect the years of service from the current staff. He continued by expressing his desire for the Board to respect each other and the caucus members because the community trusted the caucus’ dedication in finding qualified candidates without agendas.

President Cornell thanked Mr. Weinberg for his comments.

Ms. Jane Passey then inquired if GJK was getting additional programs; President Cornell responded no.

President Cornell responded that many of the ideas mentioned by Mr. Weinberg he thought were false and he would be happy to answer any of the questions raised. Mr. Cornell said the first part of Mr. Weinberg’s comments were aimed at one
Commissioner and he did not think the Commissioner needed to be named. He knew Mr. Weinberg had served the Board with distinction for years. He would have preferred a telephone call.

With regard to the GJK license agreement being approved at the May Board meeting, President Cornell stated that contract could not be approved because the District fired the attorney based on staff’s consideration; he did not know the attorney and he has no personal agenda. The decision to terminate the attorney was a unanimous voice of the Board. He said one of the concerns he had was the response from staff and if staff had ever been asked before.

He continued by stating Commissioner Retsky has been responsible for the GJK contract. He stated he wanted residents to know how the District works, where there is space and revenues received from all sources and how this serves the community. He stated one of the important aspects is transparency and the Board is looking for opinions and is looking for transparency.

Mr. Weinberg then asked if there has been a Recreation Committee held to discuss all the details of the GJK contract and the District’s programs. President Cornell stated it was his understanding the Board was waiting for a response from the District’s new attorney.

Vice President Retsky then stated that no meeting has been scheduled due the vacation of a staff member and the illegality of the current contract.

President Cornell stated no meeting of the Recreation Committee has been scheduled.

President Cornell then asked if there was anyone else wishing to address the Board.

Financial Report  Director of Finance/Human Resources Mensinger stated that the District has completed half of its fiscal year. The operations look positive; the Beach and Boating Department look good in spite of the weather. The Recreation Department financials are also positive. Contractual payments were earlier this year than last year.

Special Projects and Facilities Committee Report

A.  
Discussion and Possible Approval of Strategic Plan “Road Map.” Committee Chair Lerman began his comments by stating the previous evening there was a Committee meeting with many people in attendance with the main topic of discussion being the Strategic Plan Road Map. He stated that representatives from the Village Board, members of the caucus and the public were in attendance. He felt there was good discussion and conversation. He stated this was the fifth public meeting held for discussing this document. The notice of the Committee meeting was sent to those on the District’s email list. He continue by stating he receiving comments from Commissioners, staff and the public.

At the August Board meeting the Board approved having a draft of the Strategic Plan Road Map placed on the District’s website for public review and input. He continued by
stating the Road Map was developed by the Special Projects and Facilities Committee. Before making a motion to approve the document, he wanted to make some minor edits: removing the word “proposed,” changing the approval date to September 20, 2011, removing the “draft” watermark on the document and eliminate the note to reader on the front page. He then asked for comments from Commissioners.

Commissioner Lee was the first to respond. She stated there were many good parts; she thought it was confusing to the staff and doesn’t give priorities. She continued by stating none of the amendments she suggested were taken out. She said it there was too much information. She continued that this is Mr. Lerman’s plan and not developed by the Special Projects and Facilities Committee. She appreciated his time and efforts but could not support it.

Commissioner Kimble was next to speak. He asked Mr. Lerman what his expectations were if the document is approved. Commissioner Lerman stated his expectation was that once the document is passed he would have discussions among the Board to prioritize these initiatives and each of the initiatives would be assigned to a committee to review the Road Map and then the Committees would provide input to the Board, the Board President and the Executive Director with regard to the initiatives which are long term, short term and to get more specific information about implementing actions steps.

Commissioner Kimble asked how much staff time will this take? He said the District has a very talented and dedicated staff and the Board is embarking on monthly committee meetings, which involves staff’s time in preparing the packets and for the Board members additional time to read them, showing up and attending the meetings. He was concerned that this additional work takes away from staff members other responsibilities. He inquired how much staff time was Mr. Lerman proposing for this Road Map. He stated the District has one marketing person and there are several initiatives which impact her; he continued by stating there is a limit to how she can do the initiatives.

Commissioner Lerman stated there are lot of things that came up from the survey and from the meeting last night. He thought some of those things need attention. He felt some things need a higher lever of accountability and transparency. He felt the Road Map will raise the level of service and transparency and focus around how the District develops. Commissioner Lerman continued by stating there are many programs which are offered and not fully enrolled or are cancelled, the District can improve its marketing capabilities, financial accountability and transparency.

Commissioner Kimble stated he has been the Treasurer for the past two years and he cannot recall any time or in the previous year when Commissioner Retzsky was the Treasurer when the District has not been totally accessible to the community and available. Commissioner Lerman then mentioned pension spiking. Commissioner Kimble stated did not occur under this Board or the previous Board. Mr. Kimble continued by stating with regard to perceived pension spiking the previous Board released information to the public, press, and put it on the website to get correct information to the public.
Commissioner Lee inquired what pension spiking has to do with the Road Map. She stated transparency is used frequently and doesn’t have anything to do with half of the items in the Road Map or other things. She stated she has been on the Board for many years; the Board and District have always been transparent and hid nothing. She stated previous Boards did everything right and were completed upfront. She continued by stating when the Chicago Tribune came out with an article on pension spiking in Highland Park when Glencoe was mentioned; the Board did nothing wrong. She was concerned the Mr. Lerman keeps bringing up things from the past.

President Cornell stated he was in favor of the document. He said many members of the community attended the Committee meeting the previous night and had their opinions on it. One of the questions raised was with regard to priorities. He thought the Road Map would be the third step after the community survey, then the Strategic Plan, then the Road Map. This is another part of the process. This document is meant to be to look forward and grow with the Board over several years. He continued by stating priorities will be changed. He said he has worked with consultants on this kind of document and this is not what the Board has to do; many parts of the discussion go to the Board and then the public. President Cornell stated that this document does not state there is a better way, or what is done right and what was done wrong.

President Cornell continued by stating every business evolves and every governmental entity should evolve. He thought it might have been appropriate to get ahead of an issue. He stated this document has priorities and it will be winnowed down by prioritization. He stated he has been at public meetings where audience members are asked to identify problems. He would like to have specific reactions to a section of the document, not the entire document.

Commissioner Kimble thanked Mr. Lerman for his work on the document. He continued by stating many of the people who spoke last night were in favor of the document including the Village President and a Village Trustee. He continued by stating that he knows the Road Map will pass and he heard many positive comments about the document. He felt it would be wrong to vote in favor of it if he felt uncomfortable about the vote. He heard positive and negative comments. One of the comments he heard from residents was how much time the staff takes to respond to requests from the Board which takes time from other projects; he wanted to have the Board do a review of how much time staff spends on Board issues. He wants to make the best informed decision for the constituents and not just a comfortable decision.

Commissioner Lerman hopes the Board would refrain from personal attacks. He hopes the Board focuses on topics and issues; the Board members are volunteers and he felt the Board is doing its best for the interest of the community. Mr. Lerman stated he made a digital recording of the meeting last night and last evening Village President Feldman mentioned a number of things including collaboration with the Village. Commissioner Lerman wanted to point out that making generalizations without facts is unfortunate; it is important to have discussions and make decisions based on fact.

Commissioner Lee said the collaboration between the Village and the District has been ongoing; she has previously had discussions with President Feldman. She thinks part
of the problem is some Commissioners having specific items; she felt the Road Map was Commissioner Lerman’s document and the GJK contract is Commissioner Retsky’s. She continued by stating everyone has something all of a sudden. She has felt there have been more individual decisions rather than the Board with five individuals and not a Board. She cannot approve the Road Map.

Commissioner Lerman thought it was important to talk about facts and not personalities.

President Cornell stated he has enjoyed working with the other members of the Board and Executive Director Van Arsdale and he appreciates everyone’s dedication to the District. He said the document was put out for public review and discussion. There was discussion at the Committee meeting; this document is the Board’s and its execution depends on this Board.

Commissioner Lerman then moved to approve the Strategic Plan Road Map as discussed with the amendments mentioned earlier. President Cornell seconded the motion. The result of a roll call vote follows:

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

President Cornell then recognized Mr. Weinberg. Mr. Weinberg commenting on Commissioner Lerman recording the meeting stated in Illinois any recording becomes discoverable either the District’s or a personal recording.

President Cornell then thanked Commissioners Lerman and Retsky for their affirmative votes.

B. Discussion and Possible Approval of Glencoe Beach Sprayground Bid Award. Director of Operations Nagle gave an update on the Glencoe Beach Sprayground bid project. He stated bids were opened on the 19th of September. He then introduced Peter Dyke from Thompson Dyke & Associates (TDA). Mr. Nagle stated TDA has been the consultant on this project.

President Cornell explained to the audience that it is anticipated the sprayground will be renovated for next summer.

Mr. Nagle continued by stating the Safran Family has donated funds to the District specifically earmarked for beach improvements. The District hired TDA for a concept plan. TDA has included its recommendation for the bid award. Discussion ensued. Mr. Nagle stated the budget was envisioned as part of a state PARC grant; the grant program is not available due to lack of funding through the state legislature. The dollars for the project were increased from the initial plans due to requirements from the Village for a separate water meter and to make the surface around one of the play pieces Americans with Disabilities Act (ADA) accessible. Discussion continued. Mr. Nagle stated the staff can save costs of this project by having staff do the demotion and removal of the current play equipment.
Commissioner Lerman stated this idea has been discussed at previous Special Projects and Facilities Committee and Board meetings. He stated the concept was unanimously approved for this project.

Director of Finance/Human Resources Mensinger stated the funds will come from the Safran Funds. There is currently $225,000 in the Safran Fund account for beach improvements.

Commissioner Lerman stated many of the playground pieces being replaced were installed in the mid-1990s through an Open Space Land Acquisition and Development Grant (OSLAD) and stated there will be more play pieces for older children to make the sprayground more family friendly.

Commissioner Lee inquired if there were any issues with the installation of the equipment before the weather gets cold. Mr. Nagle indicated there should be no problem with the installed footings and foundation. He said as soon as the contract is awarded he would process a purchase order so equipment can be ordered.

President Cornell inquired about the timing of this project. Mr. Dyke stated that the bidder knows the timing and the costs already.

Vice President Retsky inquired about any extra or contingency items. Mr. Dyke suggested that the Board have up to 5% for contingencies. Mr. Dyke said this project is not complicated.

President Cornell stated this project was previously bid but the Board rejected that bid. For the second bid, TDA representatives and District staff were more aggressive in soliciting qualified bidders.

Discussion ensued. Vice President Retsky inquired if the project would be fenced off during the winter. Mr. Nagle stated the project will be fenced off, as part of the contract, and will make it as vandal proof as possible.

Commissioner Lerman inquired about how much work would have to be done in the spring. Mr. Nagle stated he would not know for sure due to how much can get accomplished before the weather becomes cold.

After discussion, Vice President Retsky moved to accept the bid for Glencoe Beach Sprayground Renovations in the base bid amount and Add Alternate #2 for the total amount of $165,660 and a 5% contingency, if needed, from Clauss Brothers, Inc. of Streamwood, Illinois 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
At this point in the meeting President Cornell asked that the order of the agenda be revised.

**Discussion and Approval of Boy Scout “Green Roof” Project Proposal**  President Cornell then recognized Brad Miller, an Eagle Scout candidate from Glencoe. Executive Director/Secretary Van Arsdale stated Brad had originally approached the Village regarding a green roof at the Village Hall. Mr. Van Arsdale stated there was a green roof in the plans for the renovation of the Takiff Center but it was valued engineered out of the final design. He was thrilled to have someone take on this project.

Mr. Miller reviewed two plans. He stated that green roofs use more oxygen and reduce the building carbon footprint. The project includes decking, a kiosk and seating so patrons can go outside and enjoy the green roof. Project will be funded through grants and his fundraising efforts. He continued by stating information about the green roof project will be placed in the lobby of the Takiff Center.

Mr. Van Arsdale said the ideal location is near the early childhood wing so this will be educational for students so they get the opportunity to learn about plants and sustainability. This will actually be a roof over a lower level of the Takiff Center. He continued by stating the District has budgeted $2,500 for this project as there is some decking to be to be purchased.

Mr. Weinberg inquired about additional costs for this project and stated Sheila and he would like to contribute $1,500 for this project. On behalf of the District, the Weinbergs were thanked for their generosity.

Commissioner Lee extended her thanks to the Weinbergs; the green roof plan was in the plans for the renovation of the Takiff Center and it will be nice to have to have it accomplished and she was thrilled.

Mr. Miller expressed his thanks to the Weinbergs. He said he is a senior at New Trier Township High School and planned to study architecture in college. It was suggested he discuss this project further with Mr. Dyke.

Commissioner Lerman, as a member of the Village’s Sustainability Committee, thanked Mr. Miller in this initiative to help make Glencoe green with this demonstration project.

Discussion continued. After discussion, President Cornell moved to approve the “green roof” proposal as submitted by Brad Miller, Eagle Scout candidate and direct staff to accomplish this project. Commissioner Lerman seconded this motion. The result of a roll call vote follows:

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

President Cornell then returned to the regular agenda.
Recreation Committee Report

A. Proposed Glencoe Junior Kindergarten and Nursery School Independent Contractor Agreement – Update Committee Chair Retsky stated she and Mr. Van Arsdale met with representatives from GJK and they had to let them know the District is still waiting for information from the District’s legal counsel with regard to what the options are to make a longer contract legal or other options for them; an Illinois independent contractor agreement cannot be longer than three years and the agreement proposed last May was a five year agreement. One of the key concerns for GJK was the length of the contact. Executive Director Van Arsdale stated staff is collecting all the contracts with independent service providers to give to the District’s attorney to then have the District’s bond counsel review the documents with regard to the tax exempt bonds which were issued when the building was renovated to review the tax exempt status. President Cornell stated this bond review may impact all the independent contractors and other tenants. Discussion ensued.

Commissioner Retsky stated there are many vendors offering programs in the building. It was important to get these contracts reviewed before the winter brochure is printed.

Ms. Shawna Drobny explained GJK would like to have correct information in the winter brochure as class registration for next fall will be in the winter brochure.

Commissioner Lee inquired what does this have to do with the winter brochure. Committee Chair Retsky indicated that GJK as well has the District has to put information in the brochure.

Discussion ensued. Commissioner Kimble inquired why the process is taking so long. He wants GJK to remain in the building and would there be another opinion with another attorney. President Cornell stated the issue has been mentioned by bond counsel. He continued by stating that other agreements are being reviewed and decisions have to be made.

Discussion ensued. Committee Chair Retsky explained when GJK learned that a contract longer than three years could not be offered, she inquired about what GJK would need for the next contract. President Cornell stated the concern was with the structure of the tax exempt bonds and not what a service provider was called.

Commissioner Kimble stated he wants to keep GJK happy and the District to be happy.

B. Resolution Number 757: 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 the agreement with Ms. Boris has been extended one month. With questions about the agreement, Committee Chair Retsky indicated there is a second resolution to extend the contract until October 31, 2011. Discussion ensued. After discussion, President Cornell moved to approve Resolution Number 757 as amended to end on November 30, 2011. Commissioner Kimble seconded the motion. The result of a roll call vote follows:
AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Mrs. Sheila Weinberg then asked if the agenda could be revised to discuss the 2010 – 2011 Watts Ice Center Report and the 2011 – 2012 Watts Recommendations. President Cornell approved of the agenda change.

Discussion of 2010 – 2011 Watts Ice Center Report Director of Operations Nagle gave a brief overview of the skating season. Many of the items were generated by the previous Facilities Supervisor and current staff. Mr. Nagle then presented the 2010 – 2011 Watts Ice Center Report and highlighted pertinent sections.

After discussion, the report was accepted for informational purposes only and it will be placed on the District’s website.

Discussion and Approval of 2011 – 2012 Watts Ice Center Recommendations. Mr. Nagle began his report by stating he was looking forward to a good ice skating season. Mr. Nagle added additional details with regard to pricing comparing different seasons. There is an incentive to purchase tokens early and then later in the season for spring skating. Commissioner Lee stated that Pulaski Day is a holiday that many school districts take, even though Glencoe School District #35 does not. It is also an extra make up day for classes.

He continued by stating the ice center is open during the day and the weekend hours are extended to accommodate leagues, lessons, and rentals. The outdoor lights are out at 9:30 p.m. He felt it was important to have the outside lights turned off as soon as possible for neighbors consideration. Mr. Nagle stated part of the capital recommendations is have a nice marketing board with schedule information for the day to make a more customer friendly schedule available.

He stated there are more classes offered at Watts; staff tends to balance the schedule as best as possible. During the day Watts is staffed to help monitor the building during the day, provide an extra customer service contact and can do Watts rentals.

Mr. Dyke inquired if staff can update the information on the District’s website. Mr. Nagle stated the telephone hotline is updated daily and daily scheduling postings can be quickly linked.

Commissioner Lerman inquired about the District’s new Facilities Manager and his experience. Mr. Nagle indicated David Johnson, who will be joining the District shortly, previously worked at the Wilmette Park District at its an indoor ice skating facility. He continued by stating Mr. Johnson has already met many of the District’s staff.

Mr. Mike Glass appreciated all the efforts that were made for the referendum to pass for the renovation of Watts and he thinks one of the real issues which is difficult to address is the melting of the ice at the north end of the rink. A roof on the rink would be difficult to accomplish because of the heat from the sun.
The Zamboni was overhauled over the summer so it is ready to take care of the ice. The compressors are getting repaired now and training for the staff on the compressors will be done closer to the start of the ice season.

Discussion ensued. The general consensus is anyone who lives near Watts is aware of the noise which is part of operating the ice rink. Mr. Glass indicated that anyone who moves into a house near the rink, knows there will be noise and lights at the facility.

Mr. Nagle stated one of the challenges is when a snow storm comes because it is difficult to remove the snow from the rink when there are other park properties that need to be plowed as well.

Commissioner Lee stated that snow collects more on ice than on the ground which makes snow removal a challenge.

Mr. Nagle reviewed the staff for the season. There will be special hockey instructors along with the hockey director. Discussion then focused around staffing needs at Watts.

President Cornell inquired about the financial issues. He knows Watts runs a deficit and weather will trump everything. Commissioner Lee said if the weather is too cold, no one goes skating, and if the weather is too warm the compressor works constantly.

Commissioner Lee, as a teacher at Glencoe Schools that has ice skating as a program, prefers to have the children skating earlier in the season so they are hooked on skating before Watts closes for the season.

Contractual services for maintenance tend to remain similar over previous years; the only real change would be if there is a substantial repair that has to be accomplished. Mr. Weinberg asked if the District was planning more high school events. Mr. Nagle stated that Mr. Johnson would be working on more outreach events to get the young skaters to the rink.

Discussion ensued and centered around open skate time and it was mentioned that special events to attract more patrons; evenings to learn how to curl are being planned along with broomball. There will be a new skating director for this season and the District is currently recruiting a new skating director. The District is looking to expand winter events, especially with the District’s Centennial Celebration next year. Commissioner Lerman expressed his desire to have an ad hoc hockey advisory committee for input and to have the committee help plan events.

President Cornell stated that the Watts brochure has been eliminated and he inquired about how information about skating lessons is being shared with the District. Mr. Nagle stated he is working with Manager of Marketing and Communications Pullara to script a fall email blast and flyers and other marketing materials.

Mr. Nagle stated Watts information will be in the regular program brochure and there will be more brochures highlighting events that can occur at Watts.
Discussion continued. President Cornell stated it was important to get people to Watts for more than just skating and the venue would be great for birthdays and classes.

Mr. John Talbot inquired about ice rink rental times. Mr. Glass then mentioned the only time ice skaters don’t skate is when the rink is closed. Discussion ensued regarding communication about skating, for example, a group came to skate but the ice was unsafe and it is often difficult to reschedule.

Vice President Retsky said non Glencoe users of Watts are beneficial because they help to pay for Watts.

Mr. Weinberg stated in increasing the rental rates it was important to let renters know energy costs have gone up significantly.

Discussion ensued. After discussion, Commissioner Kimble moved to approve the 2011 – 2012 Watts Ice Center Recommendations 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

Discussion and Approval of 2011 – 2012 Watts Ice Center Concession Bid Award
Director of Operations Nagle reported that Requests for Proposal were sent to 14 vendors to provide concession services at Watts. He stated staff is proposing that the bid be awarded to Curb Your Crepes from Winnetka, Illinois. This firm operated the concessions last year. This is a very small operation that does not do a large volume of sales.

President Cornell inquired if vending machines could be installed. Commissioner Lee was requesting that hot chocolate be available.

After discussion, President Cornell moved to enter into a Food Concession License Agreement for the Watts Ice Center with Curb Your Crepes of Winnetka, Illinois for providing concessions at Watts Ice Center per the terms of the Request for Proposal beginning during the Watts skating season subject to legal counsel review. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

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

Mr. Glass mentioned the Village is forming a task for regarding street end beaches on Village property and he expressed his concern about these beaches.

Finance Committee of the Whole  Treasurer Kimble stated the Finance Committee of the Whole met before this meeting to discuss proposed audit services. The District is in the last year of a three year contract with Knutte & Associates. Director of Finance/
Human Resources Mensinger stated staff send Request for Proposal to 12 firms and she was pleased with the responses staff received from seven firms. Staff was recommending Lauderbach & Amen. This firm has many North Shore park district and municipal clients. The audit services contract would be for a three year term. Discussion ensued.

After discussion, Commissioner Kimble moved to approve Lauderbach & Amen LLP be retained to conduct the annual audit for Fiscal Years 2011/2012, 2012/2013, and 2013/2014 for a total three year fee of $32,500. President Cornell seconded the motion. The result of a roll call vote follows:

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

Discussion of Final 2010 Tax Extension and Proposed 2011 Tax Levy  Director of Finance/Human Resources Mensinger stated the District just received the preliminary report on the second installment of property taxes. She stated the final amount will not be known until the bills are sent. She stated the staff is beginning to prepare the budget for the next fiscal year. A Truth in Taxation Resolution needs to be approved in October and there will be a public hearing in November for the Levy Ordinance which will be approved at the November Board meeting and submitted to the County by the last Tuesday of December.

Discussion and Approval of Outstanding Check Policy  Ms. Mensinger stated this is a formalized policy which is in compliance with the Annual Unclaimed Property Report which is required by the State of Illinois. She continued by stating checks will be placed in a liability account if they are not cashed within 24 months of issuance. Discussion ensued. After discussion, Commissioner Kimble moved to approved the Outstanding Check Policy 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  

Discussion and Approval of Fund Balance Policy  Ms. Mensinger stated this is required for GASB Statement No. 54. She continued by stating the District’s fund balances have been lower in recent years and the District is building them up.

Ms. Weinberg stated that pension reform may have an impact on pension liability. Ms. Mensinger stated that is one of the reasons why she wanted the District to get GFOA certification.

Commissioner Lerman stated that Ms. Weinberg has reviewed municipalities’ finances. Ms. Mensinger invited Ms. Weinberg to review the District’s accounting at her convenience.
Personnel and Policy Committee  President Cornell began the review of the proposed changes to the Board Policy Manual. He continued by stating there are revisions to be made to the manual which was presented at the August meeting. The manual has been reviewed by staff and the Board. Discussion ensued.

President Cornell stated that changes are: the Executive Director will participate in establishing his goals for the upcoming year, approved Committee and Board meeting minutes will be placed on the District’s website within seven days of approval, there will be a revision in the number of standing committees, it is the intent for staff to get draft minutes available seven days after a Board or Committee meeting, staff conference and in service expenses will be approved if the aggregate amount is less than $2,000 with larger amounts needing Board approval, revisions to the terminology and definitions which will be changed for consistency (i.e. District residents rather than just Glencoe residents and District will hear compliments and complaints as well as comments), the Board and their families will receive complimentary Watts and beach tokens, regarding nepotism with regard to hiring include spouses and partners, and typographical and consistency errors will be corrected. Discussion ensued.

After discussion, President Cornell moved to approve the revised Board Policy Manual as discussed. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

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

President Cornell would arrange to have the Board Policy Manual updates made into a final document.

Discussion of Takiff Center Roof Structure Repairs  Director of Operations Nagle stated there were structural problems found when the roof repair project began recently. The roof consultant, STR, estimated the corrective repair would cost approximately $28,000. He continued by stating there is money in remaining capital reserve funds.

President Cornell inquired if there were other building issues which needed to be addressed. Director of Parks Bold indicated with the ADA audit beginning there might be issues which need to be addressed at facilities and parks. Executive Director Van Arsdale stated that audit would be finished by March 15, 2012. Mr. Bold stated that the beach and Watts could have issues. Mr. Van Arsdale stated there is annual tuck pointing at the Takiff Center.

Director of Operations Nagle stated the staff is preparing an emergency/business interruption plan. This will be a formal binder with pre-written scripts which can be sent via email, text message, or telephone. He said this would be a flow chart to know who is making a decision and including third party vendors. He said it was important to have generators to run basic electrical services.
Discussion then centered around the beach and abandoned boats and the proper way to dispose of them. Mr. Nagle stated the Illinois Department of Natural Resources has to be contacted for the proper documentation to remove the abandon property.

Discussion and Approval of Standing and Special Committee Meeting Schedule
President Cornell stated with the revised standing Committees, each Committee will have three members and it was proposed that each Committee meet once a month.

Discussion ensued with regard to the meeting schedule with one or two meetings being scheduled for one evening; however, several Committees will meet between now and then and each meeting will be properly posted according to the Open Meetings Act and the proposed meeting schedule might need to be changed due to Commissioners’ schedules.

Commissioner Lerman stated he will be traveling and might need to participate in meetings via telephone. Commissioner Lee stated telephone participation at a meeting is not ideal.

Discussion continued. Items discussed include starting a meeting on time and if a meeting is not needed, cancellation is important.

Director of Finance/Human Resources Mensinger indicated the Personnel and Policy Committee will need to meet in October for health insurance renewal information and she would not have the information until October 12 and staff would need a couple of days to prepare for that meeting.

President Cornell then moved to approve the Standing and Special Committee membership and meeting schedule as presented. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

A YES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

After discussion, it was agreed that the meeting schedule would be discussed further at the next Board meeting.

Approval of Director of Operations Attendance at Club Industry Conference and Approval of Staff Members Attendance at Risk Management Institute Sponsored by Park District Risk Management Agency President Cornell stated with the just approved revisions to the Board Policy Manual, these agenda items become moot.

Open Freedom of Information Act Report Executive Director Van Arsdale stated the District has received three requests for information; one was for information regarding the selection process for the Facilities Manager position, one was for information of the board of Glencoe Junior Kindergarten and Nursery School, and the third one was presented orally at this meeting for information about correspondence between Commissioner Retsky and Messrs. Cornell and Leman beginning when they were
slated by the caucus. Mr. Van Arsdale stated that two of these requests have been completed.

Discussion of Board Retreat  President Cornell stated this is part of the Board Policy Manual. Executive Director Van Arsdale stated retreats can be held in closed session if the moderator is from the Illinois Association of Park Districts (IAPD) or a moderator it approves. It could be held in open session if another moderator is selected. President Cornell felt it was important to have the participants at the retreat feel comfortable. Commissioner Lerman inquired if IAPD could develop a customized retreat. Commissioner Lee stated that the last retreat was unsuccessful because of poor attendance by the Board members. Commissioner Kimble stated it would be important to say things in public, but it also might be good to do in a closed session meeting setting.

President Cornell stated he would work with Mr. Van Arsdale to for recommendations for a facilitator for the Board retreat.

Closed Session
President Cornell moved to adjourn into closed session to consider probably or imminent litigation in accordance with Section 2(c) 11 of the Open Meetings Act and the appointment, employment, compensation, discipline, performance or dismissal of specific employees in accordance with Section 2(c)1 of the Open Meetings Act. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

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

The meeting reconvened in regular session at 11:18 p.m.

Other  There was no further business for this meeting.

Adjourn  With no further business, the meeting adjourned at 11:20 p.m. on a motion from President Cornell and a second from Commissioner Lerman.

Respectfully submitted,

Donald P. Van Arsdale
Secretary