MINUTES OF JUNE 18, 2013 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS  60022

The meeting was called to order at 7:35 p.m. and roll was called. Present: Commissioners Bob Kimble (President), Seth Palatnik (Treasurer), Andre Lerman, and Steve Gaines. Staff present: Executive Director/Secretary Lisa Sheppard, Director of Finance/Human Resources Carol Mensinger, Director of Operations Steve Nagle, Director of Parks Rick Bold, and Manager of Marketing and Communications Erin Maassen.

Members of the public in attendance included Glencoe resident: Larry Spatz, 994 Vernon. Also, in attendance: Marty Blumenthal, One Northfield Plaza, Northfield; Craig Culp, Executive Director, NSSRA; Megan Leavitt, 5758 North Maplewood, Chicago; and Irv Leavitt, a reporter for the Pioneer Press.

Consent Agenda  A motion was made by Commissioner Lerman to approve the consent agenda items as presented. President Kimble seconded the motion. Roll call vote taken.

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

Matters from the Public  President Kimble asked if there was anyone in the audience who wished to speak. He recognized Mr. Spatz. Mr. Spatz is the owner of property across the street from the Takiff Center. He stated the District owns a small parcel of property next to his house that was used for underground utilities. He was inquiring if it was possible for him to purchase the parcel from the District and then landscape the parcel. President Kimble thanked Mr. Spatz for presenting his request and stated it would be taken under advisement.

Financial Report  Director of Finance/Human Resources Mensinger stated the District is three months into its current fiscal year. She stated camp registration numbers continue to be positive. She stated the Beach and Boating Department financials are weather dependent. When there is hot weather, people purchase season tokens. With the cool weather, beach token sales are lower than last year, which had hot weather early.

NSSRA Report  Executive Director Sheppard was pleased to introduce Mr. Culp to present information on the Northern Suburban Special Recreation Association (NSSRA). He began his review by showing PowerPoint Presentations, which gave highlights of NSSRA activities. NSSRA was created over 40 years ago and the District
is one of the founding agencies. NSSRA is supported by Member Agency Contributions (MAC), which are calculated based on each member agency’s population and the equalized assessed valuation (EVA). Director Mensinger stated the District’s MAC is under $90,000. NSSRA cannot levy taxes; there is no line item on homeowners’ property tax bills for NSSRA.

He indicated that participants in NSSRA programs often start as youngsters and continue in its programs as adults. If a NSSRA participant attends a program at another agency, the inclusion cost follows the participant. Discussion continued.

Mr. Culp then stated NSSRA is beginning a capital campaign. Its capital plan is divided into three major categories: vehicles, technology, and facilities. Funds raised through the Northern Suburban Special Recreation Foundation (NSSRF) are used for vehicle replacement. The technology plan is ongoing. NSSRA is currently searching for a new facility and hopes to relocate with a member agency’s facility. NSSRA’s current location is in an industrial park with limited parking, on a busy street with lots of traffic, and does not adequately serve the NSSRA participants, parents, or staff. Mr. Culp stated the goal is to be in a new building in 2018. Discussion ensued. Mr. Culp indicated he would keep the Board informed as the facility acquisition plan moves progresses.

President Kimble thanked Mr. Culp for his presentation.

Staff Reports  Executive Director Sheppard stated departmental reports were attached and asked the Directors if they had anything to add or highlight. Director Mensinger indicated she would like to have a Finance Committee of the Whole meeting on July 16, 2013 beginning at 6:30 p.m. Director Nagle stated lakefront operations are going well; there was a Father’s Day BBQ at the beach last Sunday with a Concert at the Beach later in the evening. He stated staff is looking at a dolly system for safely launching boats. Manager Maassen indicated she updates the District’s Facebook page frequently with program pictures and posts. She stated she has received pictures from other staff and residents as well. Director Bold indicated the redevelopment of Friends Park is progressing well. He indicated the water drainage system currently at Friends Park would have to be revised so Friends Park will have its own system; it is now tied in with Woman’s Library Club of Glencoe’s utility.

Executive Director Report  Executive Director Sheppard was pleased to announce a donation from the Mirasol family has been received in memory of Jay Mirasol. Mr. Mirasol was an active cyclist and this donation will be used for a new drinking fountain at Friends Park. She stated Friends Park should be ready for a grand reopening later in the summer. Executive Director Sheppard indicated the summer camp participants are eager and energized. Pick up and drop off for program participants is going well with minimal back up of vehicles on Green Bay Road. She congratulated staff for doing an excellent job directing traffic. She indicated she would remind staff to park in the commuter parking lot to reduce traffic congestion on Vernon Avenue near Green Bay Road.
Action Items
Letter of Understanding between Glencoe Park District, Woman's Library Club and Writers' Theatre in regard to sanitary sewer and water service in Friends Park service at Friends Park. Commissioner Gaines moved to approve the Letter of Understanding between the Glencoe Park District, the Woman's Library Club of Glencoe and Writers' Theatre to establish and clarify the rights and responsibilities related to certain underground water and sanitary sewer service lines in Friends Park as presented. Commissioner Palatnik seconded the motion. Roll call vote taken:

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

Termination and Release of Right of Reverter and Access Easement. Executive Director Sheppard stated this release would enable Writers' Theatre to move forward on its new building on the Woman's Library Club property. Commissioner Lerman moved to approve the Termination and Release of Right of Reverter and Access Easement between the Woman's Library Club of Glencoe and Glencoe Park District as presented. Commissioner Gaines seconded the motion. Roll call vote taken:

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

Photo and Video Policy. Executive Director Sheppard recommends approval of Photo and Video Policy. This policy states photos or video recordings might be used for District promotional material. Commissioner Lerman moved to approve the Photo and Video Policy as presented. Commissioner Palatnik seconded the motion. Roll call vote taken:

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

New Board Member Orientation Policy. Executive Director Sheppard stated recently Commissioners Gaines and Palatnik met with her regarding their new Board member orientation. President Kimble moved to approve the new Board Member Orientation Policy as presented. Commissioner Lerman seconded the motion. Roll call vote taken:

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

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

Other Business  President Kimble wanted to inform of the Board of several items. Village President Levin has invited him to a Presidents' Council that will include
presidents of Glencoe governmental entities (Village, School Districts, and Park District) to discuss concerns and how the entities collaborate. Next, he reminded the Board of a Board workshop planned for July 9 beginning at 6:30 p.m., and he wanted the Board members to review their calendars to schedule meeting dates to start the master plan process.

Commissioner Gaines inquired about the policies for the Policy Committee to review; it was the consensus of the Board that the Board Policy Manual would be the first policy to review.

The Board Will Enter Closed Session President Kimble stated there was no need to adjourn into closed session.

Adjourn Commissioner Lerman moved to adjourn the meeting at 8:50 p.m. Commissioner Gaines seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary