

**APPROVED**

MINUTES OF MAY 12, 2020 SPECIAL COMMITTEE OF THE WHOLE MEETING  
GLENCOE PARK DISTRICT  
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022  
-VIA ZOOM VIDEO/AUDIO CONFERENCE-

The meeting was called to order at 7:04pm and roll was called.

Committee Members present:

Lisa Brooks, President  
Stefanie Boron, Vice President  
Michael Covey, Treasurer  
Josh Lutton, Commissioner  
Dudley Onderdonk, 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  
Stephani Briskman, PM: Arts/Enrich/Youth/Camps  
Liz Visteen, PM: Spec. Events/Active Adults/Teens  
Adam Wohl, Takiff/Watts Facility Manager  
Shannon Stevens, PS: Athletics/Teen Camp  
Liz Stowick, Accounting/HR Manager  
Jenny Runkel, Administrative Assistant  
Ann Scheuer, Recreation Administrative Assistant

Members of the Public in attendance who signed in or spoke: There was one unidentified member of the public in attendance.

Matters from the Public: There were no comments received via email.

Discussion of Potential Summer Camp Operations: Executive Director Sheppard thanked the Recreation Team for their efforts in coming up with a plan for what youth care will look like this summer. Director Collins reviewed the parent survey results attached to these minutes which included summer care questions on the program, coronavirus safety, and staffing. The summer care plan attached to these minutes was reviewed.

Staff answered committee questions and discussion ensued on the many facets awaiting guidance from the state, what camp will look like, the aspirational view of summer care versus the reality of coronavirus fears parents are feeling and its influence on planning and participation, care as a service to the community not as a revenue generator, differences between phase 2 and 3, revenue should cover fixed costs, safety precautions and logistics, and difficulty of staffing.

Executive Director Sheppard asked the Board if they agree and staff should go ahead with the plans as presented. Discussion ensued on breaking down training barriers, closing down a room or more, staffing, essential workers children only or anyone, incremental approach in support of essential workers and students, and that the true financial picture is not available yet.

The next step would be creating an implementation plan by early next week. The governor is dictating the phase schedule.

Manager Stockl updated the Board on Emergency Day Care, which is going well with a total of ten kids split in four rooms due to age range, a DCFS recommendation.

The committee was in agreement with the staff recommendation to move forward with the phase 2 possible expansion, and then look forward to phase 3 when the restrictions are lifted.

#### Other Business:

##### Tennis Courts

Following direction from the last Committee meeting, Executive Director Sheppard indicated that staff communicated the launch of tennis today via email and almost immediately we received 15 reservations, which is now over 60 reservations for Saturday through next Tuesday. Central Park and West Park tennis courts will have two courts open at each park. Social distancing, play safety guidelines, reservations, court supervisor, hours, open more courts if needed, Winnetka and Highland Park opening their courts as well, and courts locked at night were reviewed and discussion ensued.

Following commissioner's recommendations, staff will make changes to the press release and signage including that children can play if accompanied by an adult and remove "adult" from "single play between adults only."

##### Disc Golf

Staff held off on Disc Golf to work out tennis and the beach first, due to the higher demand and feedback. Staff are having a hard time figuring out the baskets for safe use and are waiting until June 1, hoping restrictions lifted.

Staff liked President Brooks suggestion to paint a circle on the ground around the pole as a disc golf "basket".

##### Beach Announcement

Based on feedback at the last Committee meeting, visitors may only gain access to the beach with a season beach pass only due to COVID-19 safety. No one is happy about this and staff shared a list of reasons why this was the only option. A press release will go out tomorrow morning. Social distancing on the beach, variables of changing water levels and different group sizes makes it difficult to formulate the max attendance while leaving 10 square feet of space around households, and the schedule of 6:00-9:00am open for walkers only (no pass needed) and from 9:00am-9:00pm for pass holders only were discussed.

Changes to the press release and signage per Commissioners' request, staff will remove the content "10 square feet per person" and change it to 50% capacity or reduced limited capacity, but leave 10 feet around households. They also want it made very clear that there is the possibility they may be turned away with the limited capacity.

Northbrook officially closed their pool for the season and will drive people to our beach.

The Board meeting next Tuesday will include operations last month, grants, Linden house update, and the election of officers.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:19pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

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Lisa M. Sheppard  
Secretary