



Minutes of a Regular Meeting of the Board of Park Commissioners of the Palatine Park District, Cook County, Illinois, held at the Village of Palatine Community Center, in Community Room B, in said District, at 200 East Wood Street in Palatine on Tuesday, January 9, 2018 at 7:00 p.m.

Call to order at 7:00 p.m.

Commissioners Present

Nicholas Sawyer, President

Jennifer Rogers, Vice President

Susan Gould, Treasurer

John Cozza

Terry Ruff

Staff Present

Michael Clark, Executive Director

Keith Williams, Supt. of Recreation

Steve Nagle, Supt of Facilities

Elliott Becker, Supt. of Finance

Tina Becke, Asst. Supt. of Finance

Jim Holder, Asst. Supt. of Parks & Planning

Joshua Ludolph, Asst. Supt. of Facilities

Trish Feid, Park Board Secretary/Executive Asst.

Approval of Agenda

Commissioner Gould moved and Commissioner Cozza seconded that the agenda for the meeting be approved. By a voice vote, the agenda for the regular meeting of January 9, 2018 was approved.

AYE: John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer, Terry Ruff

NAY: None

ABSENT: None

Motion carried.

Approval of Consent Agenda

The Board reviewed the previously distributed items posted on the consent agenda. Commissioner Gould moved and Commissioner Cozza seconded that the consent agenda be approved. Commissioner Rogers asked to remove item #3D from the consent agenda and moved item #3D to New Business. By a roll call vote, the following items under the consent agenda were approved: Regular Meeting Minutes of December 12, 2017; Closed Session Minutes of December 12, 2017; Rooftop HVAC Unit Replacement; Ordinance #18-01 for Adopting a Non-Discrimination and Anti-Harassments Policy; Warrant #24-including Expenses for Travel Expenses; and Warrant #1-including Expenses for Travel Expenses. The result of the roll call vote follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer

NAY: None

ABSENT: None

Motion carried as amended.

Matters from the Public

No comments at this time.

New Business

Commissioner Ruff moved and Commissioner Gould seconded the motion that the Board of Park Commissioners approve the Employment Agreement for the Executive Director's Contract. Commissioner

Rogers requested a voice vote action due to having an issue with the compensation part of the contract. Regarding Commissioner Cozza's question on the amount of vacation carryover, Director Clark responded that according to the contract, the Executive Director can carryover 2 times the amount of vacation accrual; staffs' carryover amount is 1 ½ times. The motion was approved by a voice vote, the result follows:

AYE: Terry Ruff, John Cozza, Susan Gould, Nicholas Sawyer

NAY: Jennifer Rogers

ABSENT: None

Motion passed.

Departmental Reports

The Board reviewed the previously distributed Recreation Department Report. Asst. Supt. Danz highlighted the popular North Pole Express event and explained some of the registration issues that developed. The successful special annual event offers 2 time slots and both time slots were completely full within minutes upon open registration. Staff plans to review the current process to improve better customer service. Danz and the Park Commissioners complimented Mr. Robert (Dutch - "Santa") Schultz for volunteering to make the day extra special for the children and their families; the visit from Santa is definitely the highlight of the day. Continuing with the Recreation Department Report, Danz also commented on the great turnout for "It's A Wonderful Life" a live radio-play at Cutting Hall and highlighted the generous response with the annual donation drive, which supports the Susannah Kist Scholarship Fund. Staff responded to Commissioner Cozza's questions about the role of Communications and Marketing's new morning assistant and inquired about the change to fulltime status for the Graphic Arts' position. Continuing, Asst. Supt. Danz and Director Clark explained the process the District goes through when replacing a full time position to best serve the direction of the Park District. Therefore, after the former Sponsorship Coordinator resigned, the Communications and Marketing Division confirmed the need of a community relations outreach position to be involved with partnerships; sponsorships; scholarships; community outreach; helping out with the Park Foundation and the Living Tributes program. The new position will overlap many areas where there is a community need.

President Sawyer noted there were no other Departmental Reports. The Park Board thanked staff for the Department Report.

Executive Director's Report

The Board reviewed the previously distributed Executive Director's Report. Director Clark and the Park Board of Commissioners acknowledged the special award that the Palatine Jaycees recently received; they congratulated the group on being awarded the top chapter. Clark reminded the Park Board of several upcoming events including state conference next week in Chicago; Palatine Township Senior Citizens Council's annual gala; Park District's Volunteer of the Year recognition/ luncheon; and Partners for Our Community (POC) fundraiser event. Clark announced that the badly rundown soccer goals have been removed from Dove Park; fearing that someone could easily be injured, the Park Commissioners thanked the Parks Department for quickly removing the potentially dangerous apparatus. In response to Commissioner Gould's inquiry, Director Clark said that he reached out to the legislatures in request to join the Palatine Park District at the state conference's award luncheon. Lastly, Supt. Becker added a reminder to the Park Board to review the budget in preparation for January 23, 2018 special meeting presentation. The special meeting will start at 6 p.m. with the regular scheduled Park Board Meeting to follow at 7 p.m.

Commissioners' Comments

Commissioner Ruff commented on the fantastic new hires in the Fitness Center and he noticed the patrons

are enjoying the new televisions, which are wonderful. Regarding Eagle Park, Commissioner Ruff said that there have been tire tracks on the park grounds when cars deliberately cut across the field; also mentioned was issues of 'fly dumping'; staff will look into these concerns including the excess dropping of people's garbage into the Park District's garbage cans. Commissioner Sawyer said that Willowwood Park is also having the same problem with cars driving on the field.

Regarding future agenda items, no items were mentioned.

Adjournment

There being no further business to come before the Board on this date, Commissioner Gould moved that the regular meeting be adjourned. Commissioner Cozza seconded the motion which was unanimously approved by a voice vote.

AYE: Terry Ruff, John Cozza, Susan Gould, Jennifer Rogers, Nicholas Sawyer

NAY: None

ABSENT: None

Motion passed at 7:20 p.m.

Respectfully submitted,

Trish Feid
Park Board Secretary

Attest:

Approved:

Trish Feid
Secretary

Nicholas Sawyer
President

Next scheduled Park Board meetings:

January 23, 2018 6:00 p.m. Special Meeting
January 23, 2018
February 13, 2018
February 27, 2018