ADDISON PARK DISTRICT
ANNUAL
REGULAR BOARD MEETING
MAY 19, 2014

1. **CALL TO ORDER**

The Regular Meeting of the Addison Park District, a Distinguished Accredited Agency, and Board of Commissioners was called to order at 6:00 p.m. by President Towns on May 19, 2014 in the Board Room of the Addison Park District Community Recreation Center, 120 East Oak Street, Addison, DuPage County, Illinois. Those in attendance were Commissioners: Capizzano, Gayon, Welkomer and President Towns.

Also in attendance were Mark McKinnon, Executive Director; Laurie Woods, Director of Finance; Charles Sims, Golf Operations Manager; Geri Estvanik, Manager of Development & Community Relations; and Greg Vitale, Facility Manager of Club Fitness.

ROLL CALL: **PRESENT: Commissioners: Capizzano, Gayon, Welkomer, and President Towns**

ABSENT: Commissioner Maxwell

Visitors: Blackhawk Molding Company with staff, attached is sign in sheet.

2. **CHANGE OF AGENDA**

Removed item 5a, recognition of Paul Parpet, Sr. to the next Regular Board Meeting on June 16, 2014.

3. **PLEDGE OF ALLEGIANCE by President Towns**

4. **PUBLIC COMMENT**

None

5. **RECOGNITION**

a) Removed Recognition of Paul Parpet from agenda, will be rescheduled.
b) Recognition of Blackhawk Molding, Addison, for their participation in our recycling event on May 10th, was recognized by Geri Estvanik, Manager of Development & Community Relations. A special award was given to Jackie Holdmeyer for her 50 years of service to Blackhawk Molding.
c) James Reuter, summer intern, was introduced by Greg Vitale, Facility Manager of Club Fitness.

6. **ANNUAL MEETING CONSENT AGENDA**

A. Annual Appointment
a) Attorney, Patrick K. Bond
b) Financial Advisor, Thomas L. Chapman

c) Ethics Advisor, Patrick K. Bond
d) Park District Risk Management Agency (PDRMA)
e) Auditor, Seldon Fox
f) Tressler LLP – Property Assessment Objective
g) Purchasing Card Policies
h) Health and Benefit Insurance Provider, PDRMA
i) FOIA appointees (Freedom of Information Act)
j) OMA appointees (Open Meetings Act)
k) Recording Secretary
l) Secretary Pro Tem
m) District Treasurer

ON MOTION BY COMMISSIONER WELKOMER, SECONDED BY COMMISSIONER CAPIZZANO TO APPROVE ITEM A-M.

ROLL CALL **AYES: Commissioners Capizzano, Gayon, Welkomer and President Towns**
NAYES: None

MOTION CARRIED.

B. Appointments to committees, other groups, intergovernmental agreements (President to appoint Board Member)
a) Elementary School District 4 (Board Member & Staff Member)
b) DuPage High School District 88 (Board Member & Staff Member)
c) Village of Addison (Board Member & Staff Member)
d) IAPD/NRPA (Board Member & Director)
e) Citizens Advisory Committee (Board Member & Staff)
f) Addison Tax Consortium (TIF) (Board Member & Staff)
g) Township of Addison (Board Member)
h) Community Organizations (Board Member & Staff Member)
i) Addison Park District Foundation (Board Member & Staff Member)
j) Safety Coordinator Intergovernmental Agreement (Staff Member)
k) Information Services Intergovernmental Agreement (Staff Member)
l) PDRMA, Park District Risk Management Agency (Staff Member)
m) Senior Citizen Commission/Club (Board Member & Staff Member)
n) IMRF, Illinois Municipal Retirement Fund (Staff Member)
o) Army Trail Nature Center (Staff Member)
p) NEDSRA (Board Member & Staff Member)

C. Resolutions - A motion to approve is requested.
a) 14-R-07 – A resolution for Designating Bank Depositories
b) 14-R-08 – A resolution for Check Signator(s) and Wire Transfer

ON MOTION BY COMMISSIONER WELKOMER, SECONDED BY COMMISSIONER CAPIZZANO TO APPROVE RESOLUTIONS 14-R-07 AND 14-R-08.

ROLL CALL	**AYES:**	**Commissioners Capizzano, Gayon, Welkomer and President Towns**
	NAYES:	**None**

MOTION CARRIED.

7. **CONSENT AGENDA**

A) Election of Officers

President – Tina Towns
Vice-President – Joseph Welkomer
Treasurer – Ron Maxwell
Secretary – Michael Capizzano

MOTIONED BY COMMISSIONER WELKOMER TO APPROVE SLATE OF OFFICERS FOR FY 14-15, SECONDED BY COMMISSIONER CAPIZZANO.

ROLL CALL	**AYES:**	**Commissioners Capizzano, Gayon, Welkomer and President Towns**
	NAYS:	**None**

MOTION CARRIED.

B) Committee Appointments by Board President.
   a) Finance & Administration – Ron Maxwell
   b) Building, Grounds & Facilities – Michael Capizzano
   c) Recreation – Debbi Gayon
   d) Community Relations – Joseph Welkomer

C) Goals & Objectives for FY14-15

Board discussed goals & objectives at the last Committee of the Whole meeting on May 12, 2014.

MOTIONED BY COMMISSIONER WELKOMER TO APPROVE GOALS & OBJECTIVES FOR FY14-15, SECONDED BY COMMISSIONER CAPIZZANO.

ROLL CALL	**AYES:**	**Commissioners Capizzano, Gayon, Welkomer and President Towns**
	NAYS:	**None**

MOTION CARRIED.

D) Approval of Minutes – Regular Board Meeting, April 21, 2014.

MOTIONED BY COMMISSIONER WELKOMER TO APPROVE REGULAR BOARD MEETING, APRIL 21, 2014, SECONDED BY COMMISSIONER CAPIZZANO.

ROLL CALL **AYES:** **Commissioners Capizzano, Gayon, Welkomer and President Towns**
NAYS: **None**
MOTION CARRIED.

8. **UNFINISHED BUSINESS**
   A. OSLAD Grant Phase II – RFQ (Request for Qualifications) process and timeline. The selection committee will review all proposals and make a final recommendation to the Board of Commissioners at the July Board meeting.

9. **NEW BUSINESS**
   a) Annual Report was presented by Geri Estvanik, Manager of Development & Community Development. She reviewed the highlights, IDNR Youth Grant, staff awards, agency awards, departments, committees and the financial number. The Annual Report will be placed on our website.
   b) Approval of Accounts Payable for May 19, 2014 in the amount of $175,565.33.

MOTIONED BY COMMISSIONER WELKOMER TO APPROVE ACCOUNTS PAYABLES FOR RATIFICATION THROUGH MAY 19, 2014, SECCONDED BY COMMISSIONER CAPIZZANO.

ROLL CALL **AYES:** **Commissioners Capizzano, Gayon Welkomer and President Towns**
NAYS: **None**
MOTION CARRIED.

   c) Approval of Payables for Ratification through May 19, 2014 in the amount of $321,457.43.

MOTIONED BY COMMISSIONER WELKOMER TO APPROVEPAYABLES FOR RATIFICATION THROUGH MAY 19, 2014, SECCONDED BY COMMISSIONER CAPIZZANO.

ROLL CALL **AYES:** **Commissioners Capizzano, Gayon Welkomer and President Towns**
NAYS: **None**
MOTION CARRIED.

10. **OPERATIONAL REPORTS**
    a) Community Development
        Geri Estvanik, Manager of Development & Community Relations
        - Thank you to the community and Addison Trail High School for all the support for Park Pride day
        - Park Pride is a great community event, we appreciate the support of the Foundation
        - Thank you to State Rep Willis, she has made great environmental efforts
        - Neighborhood park meeting will begin tomorrow at 6:00 p.m., we are adding an incentive with hotdogs and lemonade
        - The Eagle Watch program has been very successful
        - Foundation Golf outing is scheduled for June 23rd, $125 per golfer, looking for sponsors to raise money for the scholarship program
        - Mark McKinnon, Executive Director, announced that today Geri Estvanik became the park district's Director of Operations

    b) Recreation
        Michael Walaszek, Director of Recreation, is not present tonight
        - Mark McKinnon, Executive Director, thanked everyone for their participation with the dance recital, great event, many thanks to Kelly Sisco
        - Summertime is here and camp programs are right around the corner, check out our park brochure
        - Outdoor pool scheduled to open May 31st , many thanks to Erin Chapa and Jay Mueller who have worked tirelessly to prepare the pool for opening
        - Opening position in the Rec Department, Athletic & Rental Supervisor

        Commissioner Gayon read the calendar of events for June.

    c) Finance & Administration
        Laurie Woods, Director of Finance and Administration
        - Auditors will be here the first of June, they were very pleased with our organization
        - Revenue & Expense Summary
        - Combined Statement of Revenue & Expenditures & Changes
        - Cash Balance Report

    d) Building, Grounds, and Facilities
        Greg Vitale, Facility Manager Club Fitness
        - 3rd Annual Spring 5K Shuffle on May 29th, at 6:30 p.m., it is a great opportunity for the community to come out
        - Programs starting this summer
        - Yoga in the park, new location at Lake Manor
        - New program with Athletico, with personal trainers and massage
        - Calling all students, student summer memberships
        - After Memorial Day we start observing summer hours
        - We have a new group schedule, resulted from surveys and made changes

Charles Sims, Golf Operations Manager

- New range balls came in, will put them out Sunday
- Opening our grass tees, weather allowing
- Remember that our residents get specials at Links & Tees, let the staff know you are a resident
- June is *Ladies* month, only $8 to play golf, sign up for one of our lesson programs; we are a golf learning center
- Join us on Father's day where a father can play golf free with one paid child
- June, new discounts days on Mondays and Friday Fiesta day
- Jr golf program goes on for seven weeks
- Don't forget our birthday party rentals
- *Foot Golf* will start this summer, hope to have it ready in a couple of weeks
- Please refer to the Summer Fun Guide or check us out on the website

Noel Rolle, Director of Parks & Planning is not present tonight

- Mark McKinnon, Executive Director, Parks staff has been challenged with the weather, they will catch up with the mowing
- Job openings in the Parks department
- Pool update:

✓ Scheduled to open May 23rd for rental use
✓ Painting is 90% completed
✓ Safety pad installation scheduled for Wednesday, May 14th
✓ Concrete has been poured on the pool deck
✓ New shade structures have been installed
✓ Sandblasting completed
✓ Sod on the NW corner of pool
✓ Filling pool on May 19th Passed out a schedule for the outdoor pool at the

11. LIAISON WITH OTHER PUBLIC AGENCIES

a) Elementary School District 4 – The last day of school is June 11th. The first day of the next school year is August 26th. District 4 is working on an early childhood center; they did not get the grant funding, they are still planning to build a center. Big thank you to the Foundation who held a fun fair, we provided fun for the kids. Full day kindergarten will begin in some schools. Report by Tina Towns.

b) DuPage High School District 88 – Graduation will be on Sunday, June 8th. Battle of the Bands is on May 27th. We have six gymnasts going to state finals, great tennis teams, boys volleyball ranked in the top 20; girls track 4th place, and girl's badminton 4th place. Report given by Michael Capizzano.

c) PDRMA – Annual report from PDRMA was handed out. We have a loss control review every three years, we are due for one this year. PDRMA is a great organization and are very proud to be part of them. Report given by Mark McKinnon.

d) Community Organizations – Lutherbrook serves a unique group of children, we partner with them for volunteer opportunities, and we want them to feel engaged in the community. Report by Geri Estvanik.

12. **PRESIDENT/DIRECTOR REPORT AND COMMISSIONER COMMENTS**

Mark McKinnon

Currently, the IT contractual position is between Addison, Wood Dale, Bloomingdale and Glen Ellyn and has been an excellent partnership for the past six years. It is a full time position shared between each park district. Addison currently utilizes the full time person two times a week and looks to expand to three days a week with Bloomingdale Park District. The Intergovernmental agreement will be modified this summer to include changes.

Phase I at Community is continuing with light fixtures and finishing up the senior area which will open soon.

Congratulations to Jo Ellen Gisler, Executive Administrative Assistant, she is retiring from the park district the end of June.

Michael Capizzano

Missed the dance recital because of my son's graduation, the dance recital is always top quality,

Joe Welkomer

Thank you to Kelly, Natalie and Jamie for the great dance recital, the show always goes on. NEDSRA Special Olympic were held last Saturday. Park Pride attendance was overwhelming; it is amazing what we accomplish.

Debbie Gayon

Congratulations to everyone for the dance recital. Kudos to the park staff in regards to the extreme weather, we all need to prepare and be patience with the Parks staff.

13. **WRITTEN CORRESPONDENCE OR COMMUNICATIONS RECEIVED**

a) Board & Administrator Newsletter
b) Letter from Elk Grove Volleyball Players

14. **EXECUTIVE SESSION**

a) Personnel pursuant to 5 ILCS 120/2(C)(1)

15. **ADJOURNMENT**

MOTIONED TO ADJOURN THE MEETING BY COMMISSIONER WELKOMER TO EXECUTIVE SESSION, PERSONNEL PURSUANT TO 5 ILCS 120/2(C)(1), SECONDED BY COMMISSIONER CAPIZZANO, MEETING ADJOURNED AT 7:39 P.M.

ROLL CALL **VOICE VOTE: ALL AYES**
NO NAYS

MEETING ADJOURNED.

Respectfully Submitted
Jo Ellen Gisler
Recording Secretary

Tina Towns, Board President
Approved this 16th of May, 2014

Michael J. Capizzano, Secretary