

ADDISON PARK DISTRICT
REGULAR BOARD MEETING
SEPTEMBER 26, 2016

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 September 26, 2016 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: Gayon, Maxwell, Reed, and President Towns. Commissioner Capizzano was absent.

Also in attendance were Geri Estvanik, Executive Director; Laurie Woods, Director of Finance; Charles Sims, Golf Operations Manager; Ray Chaussey, Manager of Parks & Planning; Steve Muenz, Manger of Recreation; Erin Chapa, Fitness & Aquatics Operations Manager; Deb Pfaff, Marketing & Communications Supervisor; Lisa Jeffers, Executive Administrative Assistant & Recording Secretary.

ROLL CALL: **PRESENT: Commissioners Gayon, Maxwell
Reed, and President Towns.**

ABSENT: Commissioner Capizzano

2. CHANGE OF AGENDA

None

3. PLEDGE OF ALLEGIANCE by President Towns

4. PUBLIC COMMENT

Resident Judy Bellinger attended the meeting to thank the board, staff, and lifeguards for being able to swim at the outdoor pool during the closing of Club Fitness pool during renovation. She appreciated the use of the pool during that time and wanted to thank everyone.

5. RECOGNITION – Welcome and introduction of Andrea Pindak, Manager of Finance, and Todd Allen, Athletics Supervisor. Executive Director, Geri Estvanik introduced Andrea and gave a brief outline of her background then welcomed her to the district.

Steve Muenz, Manager of Recreation, introduced Todd Allen the new Athletic Supervisor. He gave a brief background on Todd's career in athletics and some of the new things he has started to work on since his arrival.

6. APPROVAL OF MINUTES

Approval of minutes from August 22, 2016, Regular Board - A motion to approve is requested.

MOTIONED BY COMMISSIONER MAXWELL TO APPROVE THE MINUTES FROM THE REGULAR BOARD AUGUST 22, 2016, SECONDED BY COMMISSIONER GAYON

**ROLL CALL AYES: Commissioners Gayon, Maxwell
Reed and President Towns**

NAYS: None

MOTION CARRIED

7. CONSENT AGENDA

a) Personnel Policy Revisions as previously discussed – A motion to approve is requested

- 3.6 Child Bereavement Leave
- 4.2 Purchasing Policy

President Towns reviewed what changes were made to the policies and stated that the changes were part of a federal mandate.

MOTIONED BY COMMISSIONER MAXWELL TO APPROVE THE CHANGES TO PERSONNEL POLICIES 3.6 CHILD BEREAVEMENT LEAVE AND 4.2 PURCHASING POLICY, SECONDED BY COMMISSIONER GAYON

**ROLL CALL AYES: Commissioners Gayon, Maxwell
Reed and President Towns**

NAYS: None

MOTION CARRIED

8. NEW BUSINESS

a) Citizens Advisory Committee – A motion to appoint Barry Gilbert to the committee for a 3 year term. Steve Muenz, Manager of Recreation spoke about the current vacancy left by a former member. He recommended that Barry Gilbert, who previously served on the CAC, be appointed to fill the vacancy.

Commissioner Gayon complimented Barry on his role when she was also serving on the CAC. She stated that he is a resident with a voice and concern for the community.

A motion to approve is requested.

MOTIONED BY COMMISSIONER MAXWELL TO APPOINT BARRY GILBERT TO THE CITIZENS ADVISORY COMMITTEE FOR A THREE YEAR TERM, SECONDED BY COMMISSIONER GAYON

**ROLL CALL AYES: Commissioners Gayon, Maxwell
 Reed and President Towns**

NAYS: None

MOTION CARRIED

b) Approval of Accounts Payable for September 26, 2016 in the amount of \$259,316.12

**MOTIONED BY COMMISSIONER MAXWELL TO APPROVE ACCOUNTS PAYABLE
THROUGH SEPTEMBER 26, 2016, SECONDED BY COMMISSIONER GAYON**

**ROLL CALL AYES: Commissioners Gayon, Maxwell
 Reed and President Towns**

NAYS: None

MOTION CARRIED.

c) Approval of Payables for Ratification through September 26, 2016 in the amount of \$349,497.51.

**MOTIONED BY COMMISSIONER MAXWELL TO APPROVE PAYABLES FOR
RATIFICATION THROUGH, SEPTEMBER 26, 2016, SECONDED BY COMMISSIONER
GAYON**

**ROLL CALL AYES: Commissioners Gayon, Maxwell
 Reed and President Towns**

NAYS: None

MOTION CARRIED.

9. COMMITTEE REPORTS

a) Andrea Pindak, Finance & Administration

The following reports were reviewed:

- Revenue & Expense Summary
- Combined Statement of Revenue & Expenditures & Changes
- Cash Balance Report

b) Building, Grounds, and Facilities

Ray Chaussey, Manager of Parks & Planning

- We've been busy with the closing of the pool, and winterizing it along with looking at some renovation on the pool deck for spring.
- Parks staff helped with the renovation at Club Fitness

- Mick is getting ready for all the fall planting at the parks
- We are still working with Farmwood to get the drainage issue fixed
- We are also getting pricing on the soccer field for Phase 2

Commissioner Maxwell commented on what a great event park pride was this year, and Commissioner Gayon complimented on how great the property at the nature center looked.

Charles Sims, Golf Operations Manager

- The three wooden poles that broke have been replaced, and we should receive a full reimbursement from PDRMA for coverage on the repairs
- Business at the range is beginning to slow down for the season so we're taking advantage of starting some projects
- Golf dome opening preparations are starting now with inside inspections and repairs on the artificial turf
- We are looking at a November 1st opening date for the dome
- Links & Tees hosted the annual senior open this past weekend, with had a good turnout and a good time enjoyed by everyone that attended
- The top 50 award application was recently submitted along with a video

Erin Chapa, Fitness Operations Manager

- Staff and Club Fitness are getting back to normal routines after the renovations.
- We offered a promotion for parents whose children went back to school
- Health Ways brought in an increase with the insurance membership plans
- Just a reminder that swim lessons and private lessons start the first week of October
- Family open swim started this past Saturday from 12:00 – 4:00 p.m.
- Just a reminder that we offer personal training starter packages
- The annual Haunted Health Fair will be held the last week of October. There will be many vendors on site that whole week
- It is also a free week during the health fair
- Zombie Boot Camp also runs that whole week, and it's from 7-8 p.m.

c) Community Relations

Marketing & Communications, Deb Pfaff

- There are many great things happening throughout the district right now
- Thank you to all the volunteers that came out for park pride at the Army Trail Nature Center on Saturday
- There were over 100 volunteers at the event
- Just a reminder that our fall recycling event will be Saturday, October 22nd from 10 a.m. – 1 p.m.

d) Recreation

Commissioner Reed read the calendar of events

Steve Muenz, Manager of Recreation

- Dance classes are starting and enrollment is up this year
- Preschool numbers have increased this year
- The polar express trains have only one train left with open spaces. The other three trains are sold out
- The Jr. High dance had nine students attend. We're looking to revamp the event for next year
- Registration for Tumbling Times gymnastics is increasing
- Surf City, a new vendor, runs volleyball programs and the numbers are increasing for enrollment
 - Pickle ball tournaments are being coordinated.
 - New rate structures for rental rates will be rolled out in January
 - Teresa will be speaking at 2 sessions at NRPA conference next week

10. PRESIDENT/DIRECTOR REPORT AND COMMISSIONER COMMENTS

Geri Estvanik, Executive Director gave the following updates:

- Staff met with Andrea and Laurie to begin budget reviews
- Erin and her team did a great job on the renovation at Club Fitness
- Thanks for the Parks Department as well for their help during the renovation
- Recognition was given to staff for Park Pride
- The senior variety show last week was wonderful
- Thank you to the board and staff for their support through all of the transitions here at the district this past year

Tom Reed

- I've have been hearing great things about Park Pride
- Thank you to everyone who was involved in the event

Debbi Gayon

- Thank you to staff for being a team
- Happy 50 years to Addison Trail High School
- It's homecoming week so get out and support the Blazers

Ron Maxwell

- This was the most attended Park Pride. It's a community event.
- Great job to staff, and the kids had a great time

Tina Towns

- A final farewell to Laurie. Thank you for all your hard work

11. WRITTEN CORRESPONDENCE OR COMMUNICATIONS RECEIVED

a) Board & Administrator Newsletter

12. EXECUTIVE SESSION

None

13. ADJOURNMENT

**MOTIONED TO ADJOURN THE MEETING BY COMMISSIONER MAXWELL, SECONDED
BY COMMISSIONER GAYON**

MEETING ADJOURNED AT 7:07 P.M.

ROLL CALL

VOICE VOTE: ALL AYES

NO NAYS

MEETING ADJOURNED

Respectfully Submitted
Lisa Jeffers
Recording Secretary



Tina Towns, Board President

Approved this 24th of October 2016



Deborah Gayon, Secretary