

Addison Park District
March 6, 2017
Special Board Meeting
Minutes

1. CALL TO ORDER

The Special Board Meeting of the Addison Park District was called to order at 4:30 p.m. by President Towns on March 6, 2017 in the Board Room of the Addison Park District, 120 E. Oak Street, DuPage County, Illinois. Those in attendance were Commissioners: Capizzano, Gayon, Maxwell, and President Towns. Commissioner Reed was absent.

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

ABSENT: Commissioner Reed

Commissioner Maxwell was in attendance via teleconference

Also in attendance: Andrea Pindak, Manager of Finance, Charles Sims, Golf Operations Manager; Ray Chaussey, Manager of Parks & Planning; Steve Muenz, Manager of Recreation; Erin Chapa, Fitness Operations Manager; Lisa Jeffers, Executive Administrative Assistant/Recording Secretary.

Public in attendance: Frank Angulio

2. PUBLIC COMMENT

None

3. CHANGE OF AGENDA

None

4. APPROVAL OF MINUTES

a) Approval of minutes from January 23, 2017 Regular Board Meeting - A motion to approve is requested.

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE MINUTES FOR THE
REGULAR BOARD MEETING JANUARY 23, 2017 SECONDED BY COMMISSIONER
GAYON**

ROLL CALL

**AYES: Commissioners Capizzano, Gayon,
Maxwell, and President Towns**

NAYS: NONE

MOTION CARRIED

- b) Approval of minutes from February 20, 2017 Regular Board Meeting – A motion to approve is requested.

MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE MINUTES FOR THE REGULAR BOARD MEETING FEBRUARY 20, 2017 SECONDED BY COMMISSIONER GAYON

ROLL CALL

AYES: Commissioners Capizzano, Gayon, Maxwell, and President Towns

NAYS: NONE

MOTION CARRIED

5. Unfinished Business

- a) Updated Personnel Policies – Manager of Finance & Administration, Andrea Pindak explained that these policies were previously discussed at a prior meeting, and just needed formal approval from the board. A motion to approve is requested

- 2.3 Payroll Periods & Payday/4.16 Direct Deposit & Payroll Policy
- 4.2 Revenue Policy

President Towns asked that both policies be approved under a consent agenda. All were in agreement.

MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE POLICY 2.3 PAYROLL PERIODS AND 4.2 REVENUE POLICIES UNDER CONSENT AGENDA SECONDED BY COMMISSIONER GAYON

ROLL CALL

AYES: Commissioners Capizzano, Gayon, Maxwell, and President Towns

NAYS: NONE

MOTION CARRIED

6. New Business

- a) Approval of Accounts Payable for February 20, 2017 in the amount of \$80,692.60
- A motion to approve is requested.

MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE ACCOUNTS PAYABLE FOR FEBRUARY 20, 2017 SECONDED BY COMMISSIONER GAYON

ROLL CALL

AYES: Commissioners Capizzano, Gayon, Maxwell, and President Towns

NAYS: NONE

MOTION CARRIED

b) Approval of Payables for Ratification through February 20, 2017 in the amount of \$283,749.63 – A motion to approve is requested.

MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE PAYABLES FOR RATIFICATION FEBRUARY 20, 2017 SECONDED BY COMMISSIONER GAYON

ROLL CALL

AYES: Commissioners Capizzano, Gayon, Maxwell, and President Towns

NAYS: NONE

MOTION CARRIED

7. EXECUTIVE SESSION

None

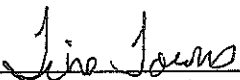
8. ADJOURNMENT

Commissioner Capizzano motioned to adjourn the Special Board Meeting, Commissioner Gayon seconded the motion.


**VOICE VOTE: ALL AYES
NO NAYS
MEETING ADJOURNED**

Meeting adjourned at 4:46 p.m.

Respectfully Submitted By
Lisa Jeffers
Recording Secretary



Tina Towns, President
Approved this 20th day of March, 2017



Deborah A. Gayon, Secretary