

ADDISON PARK DISTRICT
REGULAR BOARD MEETING
JANUARY 22, 2018

1. CALL TO ORDER

The Regular Meeting of the Addison Park District, Board of Commissioners was called to order at 6:00 p.m. by President Capizzano on January 22, 2018 in the Board Room of the Addison Park District Community Recreation Center, 120 East Oak Street, Addison, and DuPage County, Illinois. Those in attendance were Commissioners Frank Angiulo, Deborah Gayon, Tom Reed, Tina Towns and President Michael Capizzano.

Also in attendance were Geri Estvanik, Executive Director; Andrea Pindak, Manager of Finance; Erin Chapa, Manager of Fitness & Aquatics Operations; Ray Chaussey, Manager of Parks & Planning; Steve Muenz, Manager of Recreation; and Lisa Jeffers, Executive Administrative Assistant & Recording Secretary.

2. CHANGE OF AGENDA

There was no change to the agenda

3. PLEDGE OF ALLEGIANCE Led by President Capizzano

4. PUBLIC COMMENT

No Public was present at the meeting

5. APPROVAL OF MINUTES

A motion to approve the minutes of the December 18, 2017 board meeting is requested.

A MOTION WAS MADE BY COMMISSIONER TOWNS TO APPROVE THE MINUTES
FROM THE BOARD MEETING OF DECEMBER 18, 2017. IT WAS SECONDED BY
COMMISSIONER ANGIULO

ROLL CALL

AYES: Commissioners Angiulo, Reed, Towns,
and President Capizzano

NAYS: None

ABSTAIN: Commissioner Gayon

6. UNFINISHED BUSINESS

A. Organization Chart - Executive Director, Geri Estvanik reviewed the proposed organization chart that was recently presented at the Committee meeting. She noted that all of the information requested by the board was added on. After discussion and no further questions, the board came to a consensus on the organization chart that was presented.

7. NEW BUSINESS

- A. Printers Bid for 2018 Brochures – Manager of Recreation, Steve Muenz explained the bid process and why they chose the proposed candidate. There were six bids received, and after reviewing all of the information and conducting reference checks they are proposing to approve American Litho out of Milwaukee, Wisconsin.

A MOTION WAS MADE BY COMMISSIONER TOWNS TO APPROVE THE PRINTERS BID FOR THE 2018 BROCHURES TO AMERICAN LITHO IN MILWAUKEE, WISCONSIN. THIS MOTION WAS SECONDED BY COMMISSIONER ANGIULO.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed, Towns
and President Capizzano

NAYS: None

MOTION CARRIED.

- B. PDRMA Risk Management Level A - Executive Director, Geri Estvanik detailed the recognition the district recently received for a year of no recordable workers compensation claims which means no injuries were reported throughout the district. The district was recognized by PDRMA for this achievement.
- C. Approval of Accounts Payable for January 22, 2018 in the amount of \$111,805.02. A Motion to approve is requested.
- D. Approval of Payables for Ratification through January 22, 2018 in the amount of \$439,847.94. A motion to approve is requested.

A MOTION AS CONSENT AGENDA WAS MADE BY COMMISSIONER TOWNS TO APPROVE ACCOUNTS PAYABLE IN THE AMOUNT OF \$111,805.02 REPRESENTING PAYABLES THROUGH JANUARY 22, 2018, AND THE PAYABLES FOR RATIFICATION THROUGH JANUARY 22, 2018 IN THE AMOUNT OF \$439,847.94. THE MOTION WAS SECONDED BY COMMISSIONER ANGIULO.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed, Towns
and President Capizzano

NAYS: None

MOTION CARRIED.

8. COMMITTEE REPORTS

A. Finance and Administration (Frank Angiulo)

Manager of Finance, Andrea Pindak reviewed the following financial reports, with the board of commissioners and staff:

- a. Revenue and Expense Summary
- b. Statement of Revenues, Expenditures, Changes in Fund Balances
- c. Balance Sheet

B. Recreation (Commissioner Reed)

Commissioner Reed read the calendar of events

Steve Muenz, Manager of Recreation

Steve highlighted the some of the events that were recently held. He noted that Day Camp programming will be in the spring brochure. This year the camps will be working closely with SCARCE to educate on being green and protecting the environment. Winterfest took place on Saturday, January 13th and despite the absence of snow the event had a good turnout. The youth basketball program has doubled in the past year. Games began this past weekend and are held at Army Trail gym.

C. Community Relations

Steve Muenz gave an update on current marketing projects in progress. He complimented the new Marketing Supervisor Danielle Strohmer on the great job she is doing in her new position, and mentioned that she is participating in meetings in the community with Club Fitness staff. The spring brochure delivery to residents is set for next Friday, February 2nd.

D. Building, Grounds and Facilities (Commissioner Towns)

Ray Chaussey, Manager of Parks & Planning

Ray reported on some of the current projects the parks department is working on such as repairing the signs at all of our parks and remodeling the front office at the community rec center. He gave a brief update on the current status of the HVAC unit at the Club Fitness pool.

Erin Chapa, Manager of Fitness Operations

Erin gave an update on the fitness and golf facilities. December closed out well for both golf and fitness and January is off to a good start. On February 15th we will hold a "Fall in Love with Fitness" promotion that offers a personal trainer on site for any new member sign up. Swim lessons are filling up fast for groups. She noted new corporate memberships that have signed up and that the Silver Sneakers group will have a party on Valentine's Day.

9. EXECUTIVE REPORTS AND COMMISSIONER COMMENTS

- A. Executive Director's Report
Geri Estvanik provided the administration update to the board of commissioners.
- B. Board Member Comments

10. EXECUTIVE SESSION (Closed Meeting)

- A. Personnel Pursuant to 5 ILCS 120/2 (c)(1)
- B. Possible Litigation Pursuant to 5 ILCS 120/2 (c)(11)
- C. Land Acquisition Pursuant to 5 ILCS 120/2 (c)(5)

11. ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER TOWNS TO ADJOURN THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS. THE MOTION WAS SECONDED BY COMMISSIONER ANGIULO.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed,
Towns and President Capizzano

NAYS: None

MOTION CARRIED.

The regular meeting of the board of commissioners was adjourned at 7:27 pm.

Respectfully Submitted

By

Lisa Jeffers

Recording Secretary



Michael Capizzano, Board President
Approved this 19th of February, 2018



Deborah Gayon, Secretary