

ADDISON PARK DISTRICT
REGULAR BOARD MEETING
NOVEMBER 14, 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 November 14th, 2016 in the Board Room of the Addison Park District Community Recreation Center, 120 East Oak Street, Addison, Du Page County, Illinois. Those in attendance were Commissioners: Capizzano, Gayon, Reed, and President Towns. Commissioner Maxwell was absent

Also in attendance were Geri Estvanik, Executive Director; Andrea Pindak, Manager 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: Capizzano, Gayon, Reed,
and President Towns**

ABSENT: **Commissioner Maxwell**

2. Change of Agenda

None

3. Pledge of Allegiance by President Towns

4. Public Comment

None

***5. Approval of Minutes**

- a) Approval of minutes from October 24, 2016 Regular Board Meeting - A motion to approve is requested.

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE THE MINUTES FROM
THE REGULAR BOARD MEETING OCTOBER 24, 2016, SECONDED BY
COMMISSIONER GAYON.**

**VOICE VOTE AYES: Commissioners Capizzano, Gayon,
Reed and President Towns**

NAYES: None

MOTION CARRIED.

7. New Business

- a) Resolution 16-R-07 – Resolution to Approve 2016 Amendments to Amended and Restated Articles of Agreement for NEDSRA. A motion to approve is requested.

Executive Director, Geri Estvanik who sits on the board of NEDSRA, gave a brief overview of the amended articles that were a housekeeping item. She stated that because the park district is a part of the NEDSRA governing board we are included in approving the resolution.

MOTIONED BY COMMISSIONER CAPIZZANO FOR APPROVAL OF RESOLUTION 16-R-07 TO APPROVE 2016 AMENDMENTS TO AMENDED AND RESTATED ARTICLES OF AGREEMENT FOR NEDSRA, SECONDED BY COMMISSIONER GAYON.

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

NAYS: None

MOTION CARRIED.

- b) Resolution 16-R-08 – Approval of individuals designated to service as delegate(s) to the annual Business Meeting of the Illinois Association of Park Districts Conference on January 19, 2017. A motion to approve is requested.

MOTIONED BY COMMISSIONER CAPIZZANO FOR APPROVAL OF RESOLUTION 16-R-08 FOR APPROVAL OF INDIVIDUALS DESIGNATED TO SERVICE AS DELEGATE(S) TO THE ANNUAL BUSINESS MEETING OF THE ILLINOIS ASSOCIATION OF PARK DISTRICTS CONFERENCE ON JANUARY 19, 2017. SECONDED BY COMMISSIONER GAYON.

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

NAYS: None

MOTION CARRIED.

- c) Approval of Accounts Payable for November 14, 2016 in the amount of \$100,978.53
A motion to approve is requested.

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE ACCOUNTS PAYABLE
THROUGH NOVEMBER 14, 2016, SECONDED BY COMMISSIONER GAYON**

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

NAYS: None

MOTION CARRIED.

- *d) Approval of Payables for Ratification through November 14, 2016 in the amount of
\$340,706.37 - A motion to approve is requested.

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE PAYABLES FOR
RATIFICATION THROUGH, NOVEMBER 14, 2016, SECONDED BY COMMISSIONER
GAYON**

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

NAYS: None

MOTION CARRIED.

8. 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, Ground & Facilities

Erin Chapa, Fitness Operations Manager

- We are getting into the cooler weather season which will bring in more people to work out indoors.
- We have the largest silver sneakers group in DuPage County
- Our haunted health fair went well and we exceeded our goal of selling over \$10k in new memberships
- We rolled out a retention plan recently which a lot of fitness centers are doing

- This is the best time to buy a membership as we are raising our prices at the beginning of the year. Lock in your price now.
- We are hosting a national fitness hall of fame in April
- The community weight loss challenge begins after the holidays

Charles Sims, Golf Operations Manager

- Due to the nice weather we've still been outdoors at the range, and indoors at sunset
- Temporary staff has finished up for the season
- We are looking into other cost savings opportunities
- It was recently announced that Links & Tees was named as one of the best suburban courses by West Suburban Life magazine

Ray Chaussey, Manager of Parks & Planning

- All of the winterizing for the season has been completed except for one park
- All of the aerators have been removed for the season
- We're working with the village on the path near the baseball fields behind the Community Rec Center
- The roof on the Parks & Planning house is being replaced

c) Community Relations

Marketing & Communications, Deb Pfaff

- The winter fun guide was delivered to residents on November 4th. Please let us know if you didn't receive one
- Thank you to the community members for the turnout at the second annual pumpkin pitch
- We will be doing our annual holiday lights recycling again this year
- There will be a large box located at Club Fitness. Collection begins November 21st thru January 15th
- Thank you to everyone that helped support the annual Mayor's community ball which was sponsored by the foundation
- Just a reminder that we are on social media so you can get updates on the latest programs

d) Recreation

Commissioner Reed reviewed the calendar of events

Steve Muenz, Manager of Recreation

- This Saturday is the annual Turkey Trot beginning at 8 a.m., and the craft beer fest will be held from 1-5 p.m. in the Centennial gym
- Kelly and Adam are attending professional development school this week
- The candy carnival was a success and has grown with 138 participants
- The basement at Centennial is completed for fitness. We are looking to start a speed school and look forward to working with local clubs
- I will be speaking at the IPRA leadership academy tomorrow

- Winter break camp registrations are starting now. There are many programs and activities scheduled
- Breakfast with Santa will be held on Saturday, December 10th from 9 to 10 a.m.
- The active adults holiday celebration will be held on December 14th at the Empress Banquets

9. President/Director Report and Commissioner Comments

Geri Estvanik, Executive Director, gave the following updates:

- We held an all district staff meeting for full and extended part time employees.
- Several department heads attended a PDRMA casualty loss program
- Andrea, Steve and myself attended a legal symposium hosted by IAPD
- We are at an analytical approach to the upcoming budget meetings
- Information to let the community know about the gift card program here at the district
- The cards can be used at any of our facilities or for any programs

a) Commissioners Comments

Debbi Gayon

- I had the pleasure to attend the sports award program at ATHS. It was an amazing ceremony and impressive to see the kids that achieved their goals

Michael Capizzano

- Happy Thanksgiving to everyone

Tom Reed

- Wishing everyone a Happy Thanksgiving
- Get out and use our golf dome and health club
- Have a safe holiday

10. Written Correspondence or Communications Received

a) Board & Administrator's Newsletter

11. Executive Session

None

12. Adjournment

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

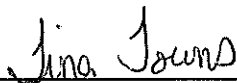
VOICE VOTE: ALL AYES

NO NAYS

MEETING ADJOURNED

MEETING ADJOURNED AT 7: 15 P.M.

Respectfully Submitted
Lisa Jeffers
Recording Secretary



Tina Towns, Board President

Approved this 12TH of December, 2016



Deborah A. Gayon, Secretary