



# Board of Park Commissioners Regular Board Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Regular Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, August 23, 2017 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

## CALL TO ORDER AND ROLL CALL—REGULAR MEETING

President Randel called the Regular Meeting to order at 7:00 p.m. On a roll call by Specialist Scharp, the following members were in attendance:

Commissioners Present: President Randel; Vice President Chambers; Commissioners Chalem, Schyman, Slepicka and Ziering

Commissioners Absent: Commissioner Simon

Officers Present: Executive Director Hamer; Assistant Secretary Hodal

Staff Present: Directors Baron, Dalton, Loftus, Munn and Ziolkowski; Specialist Scharp

RECOGNITION OF VISITORS – Thomas Burke, Valerie Compher, Todd Marver

Valerie Compher and Thomas Burke addressed the Board regarding the J.T. Compher 3 v 3 Hockey Tournament held on Saturday, August 12. J.T. is Valerie's son who plays profession hockey for the Colorado Avalanche. The Tournament raised over \$18,000 for the Northbrook Bluehawks and donated items to be placed in the Sports Center's Hall of Fame.

Todd Marver is a writer for the *Northbrook Tower*.

## APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Hearing none, Commissioner Chambers made a motion to approve the Agenda as presented. The motion was unanimously approved on a voice vote.

## APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of July 26, 2017 and Closed Session Meeting of May 24, 2017 were previously distributed and reviewed. President Randel called for any changes to the Minutes. Hearing none, Commissioner Ziering made a motion to approve the Minutes of the Regular Board Meeting of July 26, 2017 and the Minutes of the Closed Session Meeting of May 24, 2017 as presented. The motion was unanimously approved on a voice vote.

## BOARD COMMITTEE REPORTS—

### **Employee Appreciation Team**

President Randel felt the Employee Appreciation Team's Staff Barbeque held at the Leisure Center today for all of the District employees went well. They are just beginning to discuss their next venue.

## CONSENT AGENDA

President Randel announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the August 2017 Committee Meetings and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests that an item be removed. If a Consent Agenda item(s) is removed it is then relocated to Action Items for discussion and consideration. President Randel called for any changes

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to the Consent Agenda. Hearing none, Commissioner Chambers moved to approve the following items on the Consent Agenda. The motion was seconded by Commissioner Chalem and unanimously approved on a roll call vote.

6. a. Approval of July 2017 Vouchers

**Motion:** I move to approve the July 2017 Vouchers in the amount of \$871,183.67.

6. b. Approval of TimeClock Plus Purchase

**Motion:** I move to approve the purchase of the Software as a Service (Saas) product, TimeClock Plus, by Data Management, Inc. in the amount of \$43,596.93.

6. c. Approval of Leisure Center Fitness Room Equipment, Bid #2132

**Motion:** I move to approve the Leisure Center Fitness Room Equipment for \$19,813.18 from Life Fitness of Rosemont, Illinois.

6. d. Approval of Overhead Door Replacement, Bid #2135

**Motion:** I move to approve the Overhead Door Replacement for \$25,587.00 from House of Doors, Inc. of Brookfield, Illinois.

6. e. Reject Sportsman's Country Club Classic 18 Greens Drainage, Bid #2136

**Motion:** I move to reject all bids for Sportsman's Country Club Classic 18 Greens Drainage.

6. f. Approval of Northbrook Sports Center Hockey Scoreboard Replacement

**Motion:** I move to approve the Northbrook Sports Center Hockey Scoreboard Replacement for \$27,322.00 from the National Joint Powers Alliance.

## EXECUTIVE DIRECTOR REPORT

- 1) Jean Hodal was welcomed as the new Executive Administrator for the District. New Leisure Services staff include: Meredith Eisen (Sports Center); Meri Niehaus (Leisure Center)
- 2) Manager Sweet will be on maternity leave in October. Director Trongnetpanya and his wife have a new baby daughter.
- 3) The contractor for the West Park Storm Water Management Project will be entering the site soon.
- 4) August has proven to be a successful month for golf at Sportsman's Country Club with rounds exceeding 8,900. Course conditions have been excellent
- 5) Colorado Avalanche professional hockey player J.T. Compher's 3 v 3 Hockey Tournament was held on Saturday, August 12th. There were approximately 245 skaters that participated in the Tournament. Professional and USA hockey skaters were available to sign autographs. Over \$18,000 was raised for the Northbrook Bluehawks.
- 6) On August 18, the new event Northbrook After Dark was held at Techny Praire Park and Fields. Nine teams totaling 34 participants competed. The event drew young adults, a demographic we are interested in servicing.
- 7) In an effort to gather information and continue providing exceptional service, camp surveys were recently mailed out to participating families.
- 8) Meadowhill Aquatic Center closed on August 13. Sports Center Pool remains open through Labor Day.
- 9) 100 children have recently auditioned at the Northbrook Theatre Jr. Company for the production of *Annie*. We may have four different casts with 30 in each production.
- 10) Adventure Campus started today. There are 82 participants registered in the two morning programs, 392 registered in the five afternoon programs, 50 flex passes at various sites, and 41 are on the waiting list for the program who cannot be accommodated at this time. Full-time staff are helping due to last minute site director resignations; recruiting efforts are underway with Human Resources. Northbrook Park District is providing intentional communication to parents to guarantee safe and full service.

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- 11) Meadowhill Park Master Plan Community Workshop will be held on August 30. Director Ziolkowski reported that postcards, emails, direct mail, and newspaper ads were used to alert residents. The goal of the meeting is for residents to drop in and provide feedback at various stations. RATIO consultants and District staff will serve as hosts at each station. Print materials are on the District website with an opportunity to send comments. A second workshop will be held in late October, date to be confirmed. Commissioner Schyman asked about having two sessions to capture the audience. Commissioner Ziering felt one meeting was enough. Commissioner Randel expressed that she is impressed with RATIO.
- 12) NSSRA Bash was a delightful event hosted at Techny Prarie Park and Fields.
- 13) Reminder that the next Board meeting is on September 19.

## COMMISSIONER REPORTS

### Commissioner Ziering:

- 1) Commissioner Ziering attended Northbrook Days, thanked senior staff for attending the event. He commented that there seemed to be only a small impact of wear and tear on Village Green after the event was torn down. He sold tickets in the ticket booth which was fun and interesting.
- 2) Next week is OD Awareness Week at the Northbrook Library. If you are interested, there will be presentation Monday.

### Commissioner Slepicka:

- 1) Compliments to Director Dalton and his staff on the condition of all of the parks which looked great. Pickleball courts were not meeting standards according to one patron he spoke with, yet another said they were great.

### Commissioner Schyman:

- 1) Nothing to report.

### Vice President Chambers:

- 1) Compliments to the Parks staff regarding the garden on Shermer Road which looks beautiful.
- 2) Northbrook Days was great. She thanked President Randel for her continued involvement with Civic. Vice President Chambers had volunteered in the ticket booth and agreed with Commissioner Ziering that it was a fun experience. She thanked staff for being there as well.
- 3) At Sportsman's Country Club, Director of Instruction Wenzel provided a group golf lesson for her family and afterwards they played a round of mini-golf. The Club and services were wonderful and many people were in attendance having a great time.

### Commissioner Chalem:

- 1) Commissioner Chalem's daughter served as a Counselor in Training for camp and had a wonderful experience.
- 2) Boot Camp was held last week. The participants skated in the Teams Elite program for synchronized skating.
- 3) In the process of enrolling her family in fall sports.
- 4) Last Sunday the Sports Center Pool had excellent attendance (due to closure of Meadowhill Aquatic Center).

## PRESIDENT'S REPORT

- 1) Appreciated Park District senior staff attending Northbrook Days.
- 2) Summer Bash at the NSSRA was nice despite the inclement weather.
- 3) Questioned if there could be a closed swimming session for Commissioners. We may select a weekday before 4:00 p.m.

## UNFINISHED BUSINESS— None

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NEW BUSINESS– None

NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be the Regular Board Meeting of Tuesday, September 19, 2017, 7:00pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, a motion was made, seconded and unanimously approved on a voice vote to adjourn the regular meeting at 7:44 pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer  
Molly Hamer, Secretary  
Board of Commissioners/jmh