



Board of Park Commissioners Regular Board Meeting Minutes

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MINUTES of the Regular Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, October 24, 2018 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL—REGULAR BOARD MEETING

President Randel called the Regular Board Meeting to order at 7:25pm. On a roll call by Assistant Secretary Peterson, 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 and Assistant Secretary Peterson

Officers Absent: Treasurer Munn

Staff Present: Directors Baron, Dalton, Loftus and Ziolkowski; Managers Shields, Kotloski and Baumgardt; Program Manager Shea; and Specialist Scharp

RECOGNITION OF VISITORS – Todd Marver, *The Northbrook Tower*

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of September 24, 2018 were previously distributed and reviewed. Hearing none, Vice President Chambers made a motion to approve the Minutes of the Regular Board Meeting of September 24, 2018. The motion was seconded and unanimously approved on a voice vote.

BOARD COMMITTEE REPORTS - None

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 October 18, 2018 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 to the Consent Agenda. Hearing none, Vice President Chambers made a motion to approve the following items on the Consent Agenda. The motion was seconded and unanimously approved on a roll call vote.

6. a. Approval of the September 2018 Vouchers

Motion: I move to approve the September 2018 Vouchers in the amount of \$775,133.43.

6. b. Approval of Truth-in-Taxation Resolution 18-R-2

Motion: I move to approve Truth-in-Taxation Resolution 18-R-2, determining the amount of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation.

NORTHBROOK PARK DISTRICT

6. c. Approval of Surplus Ordinance 18-O-5 Park District Equipment

Motion: I move to approve Surplus Ordinance 18-O-5 Park District Equipment.

6. d. Approval of Professional Service Contract with Wight & Company

Motion: I move to approve the contract amendment for professional services with Wight & Company, Darien, Illinois for architectural services.

6. e. Approval of Professional Service Contract with Corporate Construction Services

Motion: I move to approve the contract amendment for professional services with Corporate Construction Services, Downers Grove, Illinois for construction management services.

ACTION ITEMS - None

EXECUTIVE DIRECTOR REPORT

- 1) On October 3, Full Time Staff convened for a bi-annual Sharing the Vision meeting. Congratulations to Manager Kotloski and Specialist Scharp on winning the naming contest.
- 2) Attended "Building My Community Girl Scout Event" held at the Northbrook Village Hall on October 3 and spoke about increasing monarch butterfly populations and habitats by planting milkweed. Girls received a package of milkweed seeds to take home and plant.
- 3) Attended a performance of *Curious George: The Golden Meatball* at the Northbrook Theatre. Upcoming performances are October 30 at 10am, November 8 at 10am and November 10 at 10am and 1pm.
- 4) Thanked Commissioners Randel and Chambers for volunteering to work the Welcome Table at Autumnfest and Commissioner Schyman for attending with his family. Commended Manager Shea on the successful event.
- 5) Mother-Son Date Night was held at the Leisure Center on October 5. 99 mothers and sons had a delightful time at the event.
- 6) The Artist Studio Tour will be held on November 3 from 12-4pm. Ten of our seniors at the Leisure Center will be displaying their artwork in a variety of mediums. Thank you to Director Loftus for serving on the Arts Commission.
- 7) Anetsberger Golf Course will close for the season on November 4.
- 8) Marketing and Communications division will be sending out postcards to all residents for the Open House on Monday, November 5.
- 9) Executive Director Hamer, Director Loftus and Recreation Managers will attend the Athletic Business Conference on November 7-10. The sessions and exhibits are very applicable to designing and operating a new facility. The District received two complimentary registrations and VIP vendor meetings due to capital project in the coming year.
- 10) New Recreation Supervisor Nancy Eschker starts on Monday, October 29. She is coming to us with 20 years of experience from the Skokie Park District.
- 11) The Athletics and Aquatics department will be hiring for a new Recreation Supervisor to replace the vacancy attributed to the resignation of Katelynn Putkonen.
- 12) Teams Elite program, Junior Team has their first competition on November 3 in Mentor, OH.

COMMISSIONER REPORTS

Commissioner Slepicka:

- 1) Attend the Plein Air event.

NORTHBROOK PARK DISTRICT

Commissioner Chalem:

- 1) Has received positive feedback about Autumnfest.
- 2) Teams Elite Synchronized Season Kick-off Exhibition is Sunday, November 4, 5:45-7:30pm. Only Northbrook teams will be skating.

Commissioner Ziering:

- 1) Sportsman's is in amazing shape, hopefully the weather will cooperate, and the course will remain open.

Commissioner Schyman:

- 1) Attended Autumnfest with his family. His son enjoyed bubble soccer.
- 2) Heard nice feedback about the Mother-Son Date Night.
- 3) Softball season has wrapped up. The use of QuickScores.com made it easy to download schedules.
- 4) The new weather website, Rainout Line, is awesome!
- 5) Northbrook Baseball held their annual meeting and will be making some investments in the baseball fields and have identified money for the dugouts and dirt for the infields.
 - a. Director Dalton added that one dugout cover is in place at West Park field 16 (north complex). The shade cover will require some modifications such as a safety cap over the top. Logos are on the cover. This is an economical solution to the shade problem. The sample will be taken down in November.

Vice President Chambers:

- 1) Attend Plein Air and bought a painting.
- 2) Worked the Welcome Desk at Autumnfest with President Randel.
- 3) Director Dalton has volunteered to give a park tour to see items that are in the CIP for the next 3 years. If you would like to join them on Monday, October 29 at 1:30pm please email Director Dalton and copy President Randel.

PRESIDENT'S REPORT

- 1) Attended Autumnfest and worked the Welcome Table with Vice President Chambers. Thanked staff for preparation and enthusiasm during the event.
- 2) Attend *Curious George: The Golden Meatball*, very cute show and recommended everyone see a performance.
- 3) Completed a review of the Glenbrook Park District. Very well run Park District.
- 4) Commended the Leisure Center staff on how efficiently they operate in the building.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be a Committee-of-the-Whole Meeting on Tuesday, November 13, 2018 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois. A Special Board Meeting will be held at 7:30pm or immediately following the Committee-of-the-Whole meeting at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

NORTHBROOK PARK DISTRICT

ADJOURN

With no further business to come before the Board, Commissioner Ziering made a motion to adjourn the Regular Board Meeting at 7:49pm. The motion was seconded and unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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