



Board of Park Commissioners

Board Meeting Minutes

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

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held in-person and via electronic meeting on Wednesday, October 28, 2020 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chambers called the Regular Board Meeting to order at 7:02pm.

Assistant Secretary Peterson announced that the meeting was being recorded, called roll and visually recognized each participant.

Commissioner Present: President Chambers

Commissioners Present via Electronic Meeting: Vice President Chalem; Commissioners Curin, Randel, Schyman, Simon and Ziering

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Officer Present via Electronic Meeting: Treasurer Munn

Staff Present: Director Dalton

Staff Present via Electronic Meeting: Directors Baron, Loftus and Scovic; Specialist Scharp

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

President Chambers called for any changes to the Agenda. Hearing none, Commissioner Randel made a motion to approve the Agenda. Commissioner Simon seconded the motion.

Roll Call: President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Randel, Commissioner Schyman, Commissioner Simon and Commissioner Ziering voted aye.

Motion Passed: 7 ayes; 0 nays

BOARD COMMITTEE REPORTS – None

CONSENT AGENDA

President Chambers announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the October 21, 2020 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 Chambers called for any changes to the Consent Agenda. Hearing none, Commissioner Simon made a motion to approve the Consent Agenda. Commissioner Ziering seconded the motion.

V.62. Approval of Board Meeting Minutes of September 23, 2020

Motion: I move to approve the September 23, 2020 Board Meeting Minutes.

NORTHBROOK PARK DISTRICT

V.63. Approval of Closed Session Meeting Minutes of September 16, 2020

Motion: I move to approve the September 16, 2020 Closed Session Meeting Minutes.

V.64. Approval of September 2020 Vouchers

Motion: I move to approve the September 2020 Vouchers in the amount of \$2,127,992.75.

V.65. Approval of Truth-in-Taxation Resolution 20-R-3

Motion: I move to approve the Truth-in-Taxation Resolution 20-R-3, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation.

V.66. Approval of Hall of Fame Nominations

Motion: I move to approve the induction of JT Compher and Brian Hansen into the 2020 Sports Hall of Fame.

V.67. Approval of Addendum to the Northbrook Park District Board Policy Manual

Motion: I move to approve the Addendum to the Northbrook Park District Board Policy Manual.

V.68. Approval of Park Board of Commissioners 2021 Meeting Schedule

Motion: I move to approve the 2021 Park Board of Commissioners Meeting Schedule.

V.69. Approval of Land Use Permit Agreement with the Village of Northbrook

Motion: I move to approve the Land Use Permit Agreement with the Village of Northbrook to operate, access, test, inspect, remove or replace a watermain through a section of Open Space Lands Acquisition and Development (OSLAD) obtained property at Northbrook Park District's Sportsman's Country Club.

V.70. Approval of Public Facilities Construction Maintenance Agreement with the Village of Northbrook

Motion: I move to approve the Public Facilities Construction Maintenance Agreement with the Village of Northbrook at Northbrook Park District's Sportsman's Country Club.

Roll Call: President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Randel, Commissioner Schyman, Commissioner Simon and Commissioner Ziering voted aye.

Motion Passed: 7 ayes; 0 nays

ACTION ITEMS

- V.71. Approval of Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Resolution 20-R-4
Director Munn provided background information regarding the application process for the Coronavirus Relief Fund for Park Districts. Each District is eligible to apply for reimbursement of \$5,000 of COVID-19 related expenses under federal guidelines. Eligible reimbursements include PPE, face shields, sanitation, workspace separators, etc.

Motion: Commissioner Randel moved to approve the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds Resolution 20-R-4. Commissioner Simon seconded the motion.

Roll Call: President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Randel, Commissioner Schyman, Commissioner Simon and Commissioner Ziering voted aye.

Motion Passed: 7 ayes; 0 nays

NORTHBROOK PARK DISTRICT

EXECUTIVE DIRECTOR REPORT:

- 1) New Winter Sports Guidance was released on October 27. Basketball moved from a medium risk to a high risk category due to close contact of players and indoor play. The Athletic Department is reviewing youth basketball programming. Hockey continues to be categorized as high risk.
- 2) The November/December edition of the Momentum was mailed to Seniors this week.
- 3) Techny Prairie Activity Center charter membership sales continue.
- 4) NTYC *We Are Monsters*, A New Children's Musical will be presented at the Velodrome on Friday, October 30 at 6:30pm and Saturday, October 31 at 11am, 2pm and 5pm.
- 5) Activity Center construction progress continues to be made. Drywall is nearly complete, and the painters continue to follow the drywallers. PV panels are being installed and wired together and to the panel. The gym and fitness room wood floors have been installed, sanded, painted and sealed. Tiling is ongoing in the restrooms and locker rooms. Floor coverings are being installed. The elevator is 95% installed.
- 6) Winterization of the irrigation systems, restrooms, the fountain at Village Green Park and buildings is ongoing. Fall clean-up consisting of leaf mulching and trimming of perennial plants is continuing.
- 7) Anetsberger Golf Course will remain open through mid-November based on the forecast.
- 8) Clubhouse construction was slowed by the recent rain and snow. Structural steel installation is 70% complete. Site landscaping and parking lot brick pavers are complete. Electrical light poles are being installed. Masonry work at the service building is in process and masonry on the clubhouse will start next week. Exterior framing of the clubhouse begins tomorrow.
- 9) The internal branding team for the golf project continues to meet and is currently in the naming phase of the project. Twenty-five one-on-one interviews and four focus group sessions have been completed.
- 10) The August Supplemental Guide was posted online on October 14. The Winter Guide is in progress.
- 11) The Marketing & Communications Division continues to work to promote Techny Prairie Activity Center membership sales and job opportunities.
- 12) The second annual OAKtober campaign will be wrapping up this week. The social posts include trivia, fun facts, videos and photos.
- 13) Paycom staff tutorial meetings have begun. Staff will begin using the system on Monday, November 2.
- 14) Kick-off meetings for the 2021 Budget process have started.
- 15) The Operating Budget will be presented to the Board in February.
- 16) The Glenview-Northbrook COVID-19 Task Force continues to meet on a bi-weekly basis.
- 17) The Rotary Coat Drive collection barrels are out.

COMMISSIONER REPORTS

Commissioner Randel

- 1) Spoke with Peter Murphy, President of Illinois Association of Park Districts, regarding replacing her on the Joint Distinguished Park and Recreation Agency Accreditation Committee.

Commissioner Curin

- 1) Thank you to the staff at Sports Center for keeping the facility open.

Vice President Chalem

- 1) Attended meeting at Northbrook Junior High School for basketball.

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PRESIDENT'S REPORT

- 1) Sundays in the parks have been enjoyable.
- 2) The social media posts are good.
- 3) The parks are beautiful as always.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

NEXT MEETING

President Chambers announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, December 16, 2020 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, Commissioner Simon made a motion to adjourn the Regular Board Meeting at 7:21pm. Commissioner Curin seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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