

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE
GENESEO PARK DISTRICT, HELD ON JULY 12, 2016, AT 541 EAST NORTH STREET GENESEO,
ILLINOIS AT THE HOUR OF 5:00 P.M.**

The meeting was held pursuant to the notice posted in the office of the Park District. The meeting was called to order and upon the roll being called, the following Park Commissioners were physically present at said location: Kathleen Repass, Caryn Vandersnick, Joe Woulf, Sara Wirth and Greg Heaton. Also present were Molly Hamer, Executive Director/Treasurer; Paula Verbeck, Superintendent of Finance and Administration; Andy Thurman, Superintendent of Recreation; Jodie Olson, Administrative Assistant and Jim Nash, Park District Attorney. Citizens in attendance were: none. President Repass acted as Chairman of the meeting and Commissioner Heaton acted as Secretary. President Repass announced that a quorum was present and the meeting having been duly convened was ready to proceed with its business.

APPROVAL OF MINUTES: Upon a motion duly made by Commissioner Vandersnick and seconded by Commissioner Wirth, the minutes of the regular meeting held on June 14, 2016, were approved as follows: *Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton - Absent*

DISBURSEMENT REPORT: Mrs. Hamer presented the disbursement report to the Board. After a discussion and upon a motion duly made by Commissioner Woulf and seconded by Commissioner Vandersnick, the bills totaling Capital Improvement Fund - \$1,552,625.97; Central Theater Fund - \$6,586.75; Corporate Fund - \$11,933.14; Daycare - \$185.15; IMRF - \$6,060.78; Liability Fund - \$3,733.36; Recreation Fund - \$66,121.91 and Social Security Fund - \$8,208.30 were approved as follows: *Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton - Absent*

TREASURER'S REPORT: Mrs. Verbeck presented the June 2016 Treasurer's report to the Board. Mrs. Verbeck stated we are moving forward with a RFP for banking services effective in 2017. After a discussion and upon a motion duly made by Commissioner Vandersnick and seconded by Commissioner Wirth, the Treasurer's report was approved as follows:

Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton - Absent

REPORT OF OFFICERS

Superintendent of Recreation: Mr. Thurman presented the June 2016 Recreation report to the Board.

Superintendent of Finance and Administration: Mrs. Verbeck stated she will be turning in our Birdies for Charities numbers. The Fall 2016 Activity Guide will be available on our website on July 15th. Our Positive Recreation Experience scholarship program has helped over 70 families since established in 2011. Commissioner Vandersnick stated this program is a nice thing to mention when asking for sponsorships.

Commissioner Heaton entered the meeting at this time.

Mrs. Verbeck stated she has ordered 6 round tables for the poolside room and they should be delivered next week. Mrs. Verbeck is working with Mesirow on the annual rollover bond. Mrs. Verbeck continues to investigate insurance carrier options for the park district. Mrs. Verbeck has contacted Kathy Barker about the funds that will be released for the PARC Grant and how that relates to our project.

Superintendent of Facilities: Mrs. Hamer reported in Mr. Himmelman's absence. The Indoor Pool annual maintenance went well. June was an average month for Central Theater.

Commissioners: Commissioner Vandersnick started there is a Parktoberfest meeting this week, auction items are starting to come in and some sponsorships have been secured.

Citizen Input: none.

UNFINISHED BUSINESS

Community Survey Update: Mrs. Hamer stated the survey is complete and a random mailing will be sent to residents. A high level report will be presented at the August 9th board meeting and a webinar presentation will take place at the September board meeting. Leader to Leader interviews will be conducted by board members and the results will be included in our Master Plan. There will be an article from Molly regarding the survey in the Fall Activity Guide.

Aquatic Center Update: Mrs. Hamer stated we received the warranty for stain from Nawkaw and we released payment to Otto Baum. Mr. Thurman presented a brief report to the Board which highlighted which cities people who are paying daily admission are coming from; number of attendees during free morning hours in the Splash Pad, Lap Swim and Current Channel; and a comparison of revenues from 2015, the Proforma and 2016 to date. The GPD Gators will host a swim against Rochelle on July 14th. The Lap Pool will be closed from 3:00 pm to Close for the Swim Meet. Warm-ups will be at 3:30 pm and the meet will begin at 4:30 pm. Spectators are welcome and will not be charged an admission fee.

Growth Lease Update: The 2 year lease with rent being set at \$2,100.00 per month beginning in September of 2016 and \$2,300.00 per month beginning in September of 2017 has been signed by Growth and the Park District.

NEW BUSINESS

2nd Quarter 2016 ADA Report: During the 2nd quarter, we replaced three thresholds at exterior doors with non-compliant lips with compliant thresholds; replaced eleven round door handles with ADA compliant lever hardware in the Community Center and added a 64" handrail to the men's Indoor Pool shower area. The 3rd quarter goal is to remount all grab bars in accessible stalls to 33" to 36" above the finished ground; remount all grab bars in accessible stalls to correct placement behind toilets, 12" to one side of the center and fill and maintain gaps in doorways in the main gym to a maximum .5". \$10,000 has been budgeted for ADA deficits at the Community Center in 2016. The year to date cost is \$1,290.

One Month Membership Holiday Promotions: Staff has reviewed monthly memberships and the change to a 30 Days for \$30 promotion last November through January. Staff will promote a discounted daily fee of \$3 from Wednesday, November 23rd to Sunday, November 27th. Staff will also promote the 30 Days for \$30 for individuals looking to stay longer over their winter break. We feel that this change will continue to help those that just want to work out a couple days over the Thanksgiving holiday, but also participants that will be here longer over the holiday season. The 30 Days for \$30 will be held from November 18th – January 15th.

Other: The location of future board meetings has been changed from the Dedrick Room to the Poolside Room.

Executive Director Resignation: Molly Hamer has accepted the position of Executive Director of the Northbrook Park District. Molly's last day with the Geneseo Park District will be Friday, August 12th, 2016. A discussion was held about the process of hiring a new director and whether or not to hire an Interim Director. Commissioner Heaton made a motion to distribute the Executive Director tasks amongst the Leadership Team until a new Director is hired. The motion was seconded by Commissioner Woulf and approved as follows:

Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton – Yes

Department Heads will continue to operate their areas and any conflicts or questions will be directed to

President Repass. Financials currently approved by the Executive Director will be approved by President Repass during the interim. Mrs. Hamer provided the board with information from two commonly used search firms. After a discussion on the topic, Commissioner Wirth made a motion to hire IAPD to conduct the Director search. The motion was seconded by Commissioner Vandersnick and approved as follows:

Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton – Yes

Mrs. Hamer will provide the board with her job description for their review.

ADJOURNMENT TO EXECUTIVE SESSION: Commissioner Woulf moved to adjourn to Executive Session at 6:15 P.M. for the purpose of discussing the appointment of an employee pursuant to Section 2(c) (1) of the Illinois Open Meetings Act. The motion was seconded by Commissioner Heaton and approved as follows:

Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton – Yes

A discussion was held. No formal action was taken.

Commissioner Wirth moved to return to Open Session at 6:24 P.M. The motion was seconded by Commissioner Vandersnick and approved as follows:

Woulf – Yes; Vandersnick – Yes; Wirth – Yes; Repass – Yes; Heaton – Yes

RETURN TO OPEN SESSION:

No further discussion was held.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Heaton and seconded by Commissioner Woulf the meeting was adjourned at 6:25 P.M.



President

APPROVED



Secretary