

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE  
GENESEO PARK DISTRICT, HELD ON FEBRUARY 12, 2019, AT 501 EAST NORTH STREET  
GENESEO, ILLINOIS AT THE HOUR OF 6:30 P.M.**

The meeting was held pursuant to the notice posted in the office of the Park District. The meeting was called to order at 6:30 pm and upon the roll being called, the following Park Commissioners were physically present at said location: Caryn Vandersnick, Nathan Vorac, Doug Bodeen, Kathleen Repass and Joe Woulf. Also present were Andy Thurman, Executive Director; Scott Himmelman, Superintendent of Facilities; Paula Verbeck, Superintendent of Finance and Administration and Andrew Sigwalt, Superintendent of Recreation. Citizens in attendance were: Brent Boxell. President Vandersnick acted as Chairman of the meeting and Commissioner Bodeen acted as Secretary. President Vandersnick announced that a quorum was present, and the meeting having been duly convened was ready to proceed with its business.

**Citizen Input:** Mr. Brent Boxell, from First United Methodist Church, shared a presentation regarding a summer food program at the Community Center. The Community Center falls in a zone that is allowed to serve meals to youth, not only youth who qualify for the free or reduced lunch program, but all youth during the summer months. This program would be free for the Community, but the Park District would charge a rental fee for the room usage and clean-up. This program is a state program and reimbursed to the group providing the lunch. Since the Community Center falls within the qualifying zones, they will not turn any youth away. The lunch menu would provide a main dish; something like a sandwich, spaghetti or pizza, sides, milk and a fruit. It would change daily. Mr. Boxell will share his presentation at the February 20<sup>th</sup> Geneseo Foundation meeting.

Mr. Thurman shared a thank you note received from the family of Sandra Joens.

**Citizen Input on ADA Compliance:** None.

**APPROVAL OF MINUTES:** Upon a motion duly made by Commissioner Vorac and seconded by Commissioner Woulf, the minutes of the regular meeting held on January 8, 2019 were approved as follows:

*Vorac – Yes; Repass – Yes; Woulf – Yes; Bodeen – Yes; Vandersnick – Yes*

**DISBURSEMENT REPORT:** Mrs. Verbeck presented the disbursement report to the Board. After a

discussion and upon a motion duly made by Commissioner Woulf and seconded by Commissioner Repass, the bills totaling Capital Improvement Fund \$36,809.67; Central Theater Fund \$10,271.01; Corporate Fund \$15,801.31; Daycare Fund \$439.62; IMRF Fund \$500.27; Liability Fund \$3,805.11; Recreation Fund \$48,069.31; Social Security Fund \$5,375.65 were approved as follows:

*Vorac – Yes; Repass – Yes; Woulf – Yes; Bodeen – Yes; Vandersnick – Yes*

**TREASURER'S REPORT:** Mrs. Verbeck presented the January 2019 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Repass and seconded by Commissioner Bodeen, the Treasurer's report was approved as follows:

*Vorac – Yes; Repass – Yes; Woulf – Yes; Bodeen – Absent; Vandersnick – Yes*

## **REPORT OF OFFICERS**

**Executive Director:** Mr. Thurman stated staff and Commissioners attended the annual IPRA/IAPD Conference in Chicago in January. The Park District was awarded our Accreditation plaque at the luncheon on Friday, Mr. Thurman was sworn in as an IPRA Board Member on Friday evening and he attended the IAPD Board Meeting on Saturday afternoon. Mr. Thurman and Mr. Sigwalt attended the closing social at the Shedd Aquarium on Saturday evening. Many of the sessions Mr. Thurman attended were part of the Legal/Legislative track and some recommended for new IPRA Board Members. As always, conference was a great learning and networking experience. Mr. Thurman and Mr. Himmelman met with one fitness equipment supplier and will be meeting with several others to discuss equipment in the next month. Staff will start to get input from users once we have a better idea of our options. We will be replacing both cardio and machine strength equipment. Staff has continued to add programs to the Senior/Activity Room. We have a new calendar on the wall and our promoting a luncheon on February 15<sup>th</sup> to highlight new activities. Mr. Thurman, President Vandersnick and Mr. Sigwalt met with some of the members of the pickleball group regarding some frustrations they have. They stated they would like to see blinds on the new windows in the gym and lines painted on both sides of the gym floor instead of just three courts. We stated we will get pricing for these items, but don't have it specifically scheduled to do the work. They mentioned it will only grow if we provide more courts. We let them know the plans for the Athletic Field in updating one tennis court to two pickleball courts this summer. They stated they would like to see more than two pickleball courts added. The first

Parktoberfest 2019 initial planning meeting will be held on Wednesday, February 13<sup>th</sup> in the Poolside Room. As part of several updates to the Advisory Committee Job Description and Procedures, the Superintendent of Recreation will start to update the Board on the happenings of the Advisory Committee. At the February 4<sup>th</sup> meeting, we welcomed our newest Committee Member, Karen Mowers. She updated the Committee on the transition and background of the Senior Center. Some of the items the Committee brought up were the fantastic addition of the staircase and installing more coat hooks or shoe storage at the top of the stairs. They also loved that we were a warming center and asked about back-up generators. Some other items mentioned were some areas that could use some more cleaning and the upkeep of the ice and snow during the large storms we had recently. Staff updated the Committee on upcoming free events, the fact that you can use a lock for free in the locker rooms and the usage of the monitors throughout the facility.

**Superintendent of Recreation:** Mr. Sigwalt presented the January 2019 and Fall 2018 recreation reports to the Board. Women's Volleyball was cancelled twice due to weather. Youth Basketball was cancelled once due to weather. The missed practice will be made up at the end of the season. School was dismissed early or not in session 8 times in January. When school is not in session, we do not hold classes and refunds were issued to those participants who were signed up for class. Mr. Sigwalt attended the IPRA Conference in Chicago and attended 7 sessions related to Active Adults, Front Line Staff, and Day Camp Games and Activities. February 8<sup>th</sup> – Daddy Daughter Dance will be held on February 8<sup>th</sup> we have 129 girls registered and 104 dads. Upcoming community events include February 18<sup>th</sup> Free Bounce House and Free Swim; March 15<sup>th</sup> Mom and Son Dance; March 25<sup>th</sup> – 29<sup>th</sup> Spring Break Camp; March 25<sup>th</sup> and 27<sup>th</sup> Free Swim; March 26<sup>th</sup> and 28<sup>th</sup> Free Bounce House.

**Superintendent of Finance and Administration:** Mrs. Verbeck pointed out the Wellness Award granted to the Park District is acknowledged in the PDRMA Newsletter distributed to the Board. A portion of this grant is being used to provide healthy snacks for employees. Mrs. Verbeck informed the Board that staff is analyzing the impact to the Park District Budget for the impending minimum wage hike that is expected to pass.

**Superintendent of Facilities:** Mr. Himmelman stated a fence barrier has been installed along the short and long openings at the top of the new stairs in the main gym. TMI is scheduled to make

repairs to a refrigerant leak in the Indoor Pool Dectron Dehumidification unit the week of February 25th. New replacement tables and chairs have been installed in the Active Adult room. Mr. Himmelman will be attending two PDRMA trainings this month: "A supervisor's role in managing risk in parks and recreation" and the "Aquatic risk management day". Mr. Himmelman presented the January Central Theater report to the board, January 2019 had 763 less patrons than January 2018.

**Commissioners:** Commissioner Repass shared information from the sessions she attended at the IPRA/IAPD conference. One of the sessions she attended was How to Structure your Foundation, she feels we are doing everything very well. She will provide other information to staff. Commissioner Repass and Mr. Thurman attended a meeting regarding our Community Gardens project. The Park District, City of Geneseo and a group of volunteers are working together to offer a community garden on the vacant lot next to the Park District. A grand opening for the event is scheduled for April 28<sup>th</sup>. Commissioner Vorac stated he attended the Daddy Daughter Dance and it was a great event. Commissioner Vandersnick mentioned it was a good idea that staff will gain community input for projects at the Athletic Field. She also saw some monarch waystations at the annual conference that would be a great addition to the front of the building. We received our Illinois Distinguished Park and Recreation Accreditation Award on January 25, 2019 at the IPRA/IAPD Soaring to New Heights Conference in Chicago.

#### **UNFINISHED BUSINESS:**

**Other:** None.

#### **NEW BUSINESS:**

**Geneseo Summer Food Program:** A discussion was held regarding pros and cons of the program. Mr. Thurman will follow-up with Mr. Boxell regarding volunteers, clean-up, rental fees and safety concerns with the program.

**Executive Director Contract Review:** The Executive Director and the Board signed a contract in October of 2016. This contract has an expiration date of October 9, 2019. Staff would like to provide adequate time for the Board to review the contract and discuss with the Executive Director the opportunity to sign a new contract prior to the expiration of the expiring contract.

**IPRA Environmental Report Card for Parks and Recreation Agencies:** Mr. Himmelman prepared the IPRA Environmental Report Card for Parks and Recreation Agencies self-evaluation tool and presented it to the board for approval. After all questions were answered and points totaled, the Park District earned a score of 87% which means our agency is doing a very good job and should keep up the good work. Questions that received a no answer, will be reviewed and strategies will be developed to address these areas. After a discussion, Commissioner Vorac made a motion to approve the environmental report card. The motion was seconded by Commissioner Woulf and approved as follows:

*Vorac – Yes; Repass – Yes; Woulf – Yes; Bodeen – Yes; Vandersnick – Yes*

**ADJOURNMENT:** There being no further business to come before the Board and upon a motion duly made by Commissioner Repass and seconded by Commissioner Vorac the meeting was adjourned at 7:52 P.M.

  
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President

APPROVED

  
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Secretary