

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE
GENESEO PARK DISTRICT, HELD ON JANUARY 9, 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: 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; Andrew Sigwalt, Superintendent of Recreation and Jodie Olson, Administrative Assistant. Citizens in attendance were: None. Upon a motion made by Commissioner Woulf and seconded by Commissioner Repass, Vice President Vorac was appointed as President Pro-Tem. Commissioner Vorac acted as Chairman of the meeting and Commissioner Bodeen acted as Secretary. President Vorac 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 Repass and seconded by Commissioner Woulf, the minutes of the regular meeting held on December 11, 2018 were approved as follows:

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

DISBURSEMENT REPORT: Mr. Thurman 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 Bond and Interest Fund \$641,363.37; Capital Improvement Fund \$85,271.05; Central Theater Fund \$10,733.51; Corporate Fund \$26,983.58; Daycare Fund \$12,727.56; IMRF Fund \$3,664.61; Liability Fund \$3,680.27; Recreation Fund \$52,722.25; Social Security Fund \$5,064.46 were approved as follows:

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

TREASURER'S REPORT: Mr. Thurman presented the December 2018 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Bodeen and seconded by Commissioner Woulf, the Treasurer's report was approved as follows:

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

REPORT OF OFFICERS

Executive Director: Mr. Thurman has discussed with the different senior groups the transition process and how different groups will operate. The card groups and exercise class will continue as is. The Kitchen Band will no longer practice at the Community Center, they have decided to move to the high rise in town. Staff has worked with the Bingo group to provide them with a tax exempt letter and they will be reimbursed monthly for purchases at Goodwill. Staff will purchase the other supplies for the programs. Mr. Thurman attends the TIF (Tax Increment Financing) District Meeting at City Hall each year. This is a good collaboration meeting with other taxing districts. Mr. Thurman had several meetings with the Chamber Board in December to work through the applications and interview process for the Executive Director. Jim Kelly was hired and will begin working on January 7th. The new stairs in the gym to the walking/jogging track have been installed. We are working with Interstate Fence to complete a safety rail/fence along the perimeter of the hole. This was drawn as part of the original plans but omitted in the quote and planning stages. All staff completed performance evaluations with their staff in December of 2018. This process included a new part-time staff performance evaluation tool.

Superintendent of Recreation: Mr. Sigwalt presented the December 2018 recreation reports to the Board. Santa at the Center was a very popular event with 105 participants. Santa home visits went very well and Jingle Bell Obstacle Course had 56 participants. Upcoming community events include: home Gymnastics Meets January 12th – 14th and Daddy Daughter Dance on February 8th.

Superintendent of Finance and Administration: Lauterbach and Amen Auditors will perform preliminary field work on January 15th and the audit February 11th – 15th.

Superintendent of Facilities: Mr. Himmelman reported several GFI outlets and one exterior wall-pack light were replaced at the Aquatic Center. The indoor pool shutdown was held from December 23rd through January 1st for annual maintenance including demineralizing of the filters, detailed cleaning, lane line repairs, painting etc. We are experiencing a refrigerant leak in the Indoor Pool air handler, staff is working with TMI on the necessary repairs. A concrete slab was installed at the entrance of the Athletic Field for the new informational sign. Staff will work on installing this sign along with the new replacement sign at Anderson Park. New furniture sponsored by the Park District

Foundation has been installed in the indoor pool lounge. New tables and chairs have been ordered for the Active Adult room and will be delivered soon. Central Theater had a great month and a very good year overall. BumbleBee will begin showing on January 11th. Mr. Himmelman left the meeting at this time.

Commissioners: None.

Citizen Input: None.

UNFINISHED BUSINESS:

Senior Programming: no discussion was held.

Other: none.

NEW BUSINESS:

2018 Goals Summary: Staff has continued to follow 2018 goals established in the Strategic Plan. Goals are organized by department; Administration, Facilities, and Recreation. Goals were reviewed with staff throughout the year. Mr. Thurman shared a summary of the goals and several major accomplishments that were not included in the original goals with the Board. The 2018 Goals Summary is available for public viewing on the Park District website.

Resolution #2019-30 Review of Closed Meeting Minutes: After a discussion, Commissioner Woulf made a motion to approve Resolution #2019-30. The motion was seconded by Commissioner Repass and approved as follows:

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

Advisory Committee Appointment: Mr. Thurman presented an application received from Karen Mowers stating her interest in being a representative on the Advisory Committee. Commissioner Repass made a motion to appoint Mrs. Mowers to the Advisory Committee. The motion was seconded by Commissioner Bodeen and approved as follows:

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

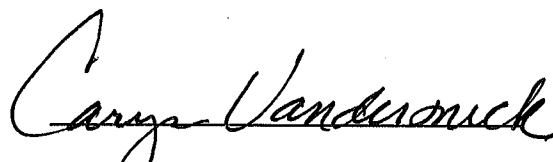
2018 4th Quarter ADA Report: the main gym spiral stair case was replaced with a current compliant staircase. The spiral staircase had the following deficiencies: risers not between 4”–7” high and

uniform, all treads are not 11" deep minimum, all risers are not closed, does not have handrails on both sides, handrails do not extend to a point 12" beyond the top riser nosing with a compliant staircase.


Administrative Manual and Operational Policy and Procedure Manual Updates: After reviewing rules and regulations for new signage staff recommends updates to the following policies: 4.09 Racquetball Court Reservations; 4:10 Age; 7.08 Supervision Requirement at Aquatic Center; 8.07 Supervision Requirement at Indoor Pool; 6.15 Monitors; 6.16 Theater Advertising. Staff has discussed the age requirements with PDRMA and is following their recommendation. Center Monitor and Theater Pre-show advertising continues to grow. It is a very affordable tool for local businesses and non-profits. Because of the nature of advertising and the discounted pricing available staff is recommending that no refunds be added to the policy wording. After a discussion, Commissioner Repass made a motion to approve the policy updates with one change to the refund wording in the monitor and theater advertising policies. The motion was seconded by Commissioner Woulf and approved as follows:
Vorac – Yes; Repass – Yes; Woulf – Yes; Bodeen – Yes; Vandersnick – Absent

Other: Mr. Thurman stated he is working with PDRMA for clarification on use of lifeguard approved floatation devices in our pools.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Repass and seconded by Commissioner Bodeen the meeting was adjourned at 6:50 P.M.


President

APPROVED


Secretary