

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON JANUARY 10, 2023 AT THE GENESEO COMMUNITY CENTER, 541 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: Doug Bodeen, Julia McAvoy, Nate Vorac, Christina Zobrist and Bethany Winkleman. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; Scott Himmelman, Superintendent of Facilities; Andrew Sigwalt, Superintendent of Recreation and Jodie Olson, Administrative Assistant. President Bodeen acted as Chairman of the meeting and Commissioner McAvoy acted as Secretary. President Bodeen 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 Zobrist and seconded by Commissioner Winkleman, the minutes of the regular meeting held on December 13, 2022 were approved as follows:

*Winkleman – Yes, Zobrist – Yes, McAvoy – Yes; Vorac – Absent, Bodeen – Yes*

**DISBURSEMENT REPORT:** Mr. Vorac entered the meeting at this time. The disbursement report was presented to the Board. Upon a motion duly made by Commissioner McAvoy and seconded by Commissioner Zobrist, the disbursement report was approved as follows:

*Winkleman – Yes, Zobrist – Yes, McAvoy – Yes; Vorac – Yes, Bodeen – Yes*

**TREASURER'S REPORT:** Mrs. Verbeck presented the December 2022 Treasurer's report to the Board. After a discussion, Commissioner Winkleman made a motion to approve the Treasurer's Report. The motion was seconded by Commissioner McAvoy and approved as follows:

*Winkleman – Yes, Zobrist – Yes, McAvoy – Yes; Vorac – Yes, Bodeen – Yes*

**REPORT OF OFFICERS**

**Executive Director:** Mr. Thurman is currently discussing options with Above the Barre dance studio in Geneseo to utilize some of our spaces throughout the fall 2023 and spring 2024 sessions. They are interested in looking at the Poolside Room and possibly the Life Fitness Room for the afternoon and evening classes. We will first look at our needs and then discuss if this is an option or not. This has not been discussed with their users and will not be announced until February if it works out. Mr. Thurman attended several virtual IPRA Board Meetings and discussions with the IPRA Workplace Taskforce. He also attended his Chamber Meetings, including the wrap-up of the 2022 Christmas Walk. This year will be his final year on the Chamber Board. We had several programs canceled due to the weather towards the end of December but did not have to close early. We were slow during those few days, but still provided a place for people to come and workout. We also worked with the Police Department and the Hospital in case the need for a warming center was necessary. Mr. Thurman met with a local resident interested in adding a rock garden to Anderson Park.

**Superintendent of Recreation:** The Middle School Movie night at the Community Center on December 16<sup>th</sup> was a huge success. There were over 90 teenagers that came out to have some pizza, play games and watch a movie in the gym. During the two weeks of Winter Break the Park District held FREE Swims on Mondays and Wednesdays, and Inflatables in the gym on Tuesdays and Thursdays. The FREE Swim Days averaged close to 70 swimmers per day, and the FREE Inflatables averaged near 50 participants per day. The first Sr. Dance of 2023 was held on Sunday January 8<sup>th</sup> in the Activity Room. The Sr. Dances are scheduled to be held on the second Sunday of the month throughout the year with the exception of April due to Easter Sunday. Shannon Port will continue to offer Pop-Up classes in 2023. The first two are scheduled for January 14<sup>th</sup> and 28<sup>th</sup> at 9:00 am. We will try to offer two per month on Saturday mornings. Registration will begin one hour before the class for a fee of \$8 per participant. There will be a FREE Swim on January 16<sup>th</sup> when the kids are out of school. The next Adult Cooking class will held on February 9<sup>th</sup>. Wine, Spice and Food Pairing will be the topic for the night. The Daddy Daughter Dance will be held on February 10<sup>th</sup> in the Main Gym. The next Middle School night will be held on February 17<sup>th</sup>. There will be food and drinks

and the night's theme will be a variety of basketball games which participants can play to earn points to win awards.

**Superintendent of Finance and Administration:** Mrs. Verbeck stated we went live with our upgrade to Incode Cloud on January 6th. The auditors will be here for preliminary fieldwork on January 17<sup>th</sup> and fieldwork February 13<sup>th</sup> – 15<sup>th</sup>.

**Superintendent of Facilities:** Staff reviews accident/incident reports at monthly safety meetings. Staff also compile these reports quarterly to track possible trends to determine preventive measures and avoid future occurrences. Total 2022 accidents/incidents are as follows: Day Camp (28), Aquatic Center (24), Gymnastics (11), Main Gym (9), Indoor Pool (2), Preschool Room (1), Cardio Bathroom (1). The indoor pool maintenance shutdown was held from December 17<sup>th</sup> - 25<sup>th</sup> for annual maintenance. Approximately half of the pool water volume was drained to remove total dissolved solids; the pool filter was degreased and de-mineralized; the pool gutters were cleaned; a circuit in the Dectron dehumidification unit was experiencing an overload and was replaced; detailed cleaning of the indoor pool section including stainless steel, floors, showers etc was completed and the return wall grate was painted. The women's suit spinner was repaired. The activity room floor has been deep cleaned and re-waxed. The light timer on racquetball court #2 has been replaced. Three wi-fi access points have been replaced throughout the Community Center that were no longer serviceable. Annual preventative maintenance has been performed on the snowblowers. The theater projection booth sidewalk door had a new closer and handle hardware installed. Mr. Himmelman shared the December Central Theater report with the Board.

**Commissioners:** Commissioner Zobrist stated she was approached by a couple asking about couple rates versus family rates and if we would consider offering that again in the future. She also spoke with 2 people who stated they would like to see more evening programs added for adults who work during the day.

**Citizen Input:** Mr. Thurman shared a thank you note from Boy Scout Troop 100 for our donation to their fundraiser.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**2022 Goals Summary:** Mr. Thurman shared a summary of 2022 goals completed by Park District Staff. Staff Goals were established by the 2016 Strategic Plan and the current needs of the Park District by the Community, Staff and Members. The goals are separated by department and added each year for personal and departmental growth outside of the Strategic Plan. Goals are reviewed by staff several times throughout the year and updated where necessary. There are occasions where a goal will be moved to the next year or removed from the list based on needs or changes within the District. The 2022 Goals Summary is posted on the Park District website and staff document site.

**Resolution #2023-43 Review of Closed Meeting Minutes:** Mr. Thurman presented Resolution #2023-43 to the Board for review. After a discussion and upon a motion made by Commissioner Vorac and seconded by Commissioner McAvoy, Resolution #2023-43 was approved as follows:

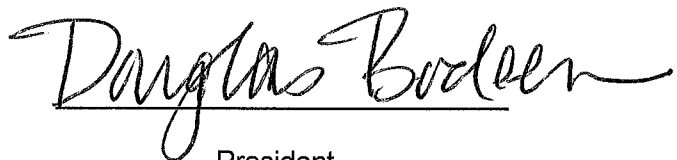
*Winkleman – Yes, Zobrist – Yes, McAvoy – Yes; Vorac – Yes, Bodeen – Yes*

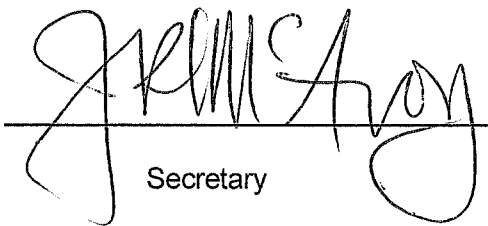
**ADA Report:** Accessibility Consultation and Training Services, Inc. was hired in the Spring of 2022 to perform an accessibility audit of our facilities. 331 deficiencies were identified at the Community Center (144), Aquatic Center (34), Athletic Field (19), Central Theater (13) and Anderson Park (4). The deficiencies are divided into three categories: Annual Maintenance or Review of Accessibility Issues; Removal of Accessibility Barriers or Required Upgrades and Capital Planning or Renovation Projects. The issues and elements noted under each category are not intended as a definitive list but are a means to assist in the planning for and removal of accessibility barriers in a cohesive and cost-effective manner. All items and elements are subject to a shorter replacement schedule if a request or complaint is made by a person with a disability to increase access to programs, services and activities that are offered. Projects Completed/Started in 2022 include: Athletic Field - installed a protective cover under restroom sinks; relocated feminine product disposal to be no more than 9 inches max in front of toilet; added an additional coat hook at 48 inches above finished floor in

restrooms; relocated dog waste bag dispenser on an accessible route. Community Center - began adjusting door opening force and closing speed.

**Growth Lease Review:** The Geneseo Park District signed a new lease with Growth Inc., on September 1, 2018 for five years. The terms of this lease included a \$100 increase each year. The general terms of the lease include responsibility for repairs, upkeep and maintenance. This particular lease included verbiage for mold remediation and alterations of the property. Most situations that involve interior maintenance will be completed by Growth Inc., and exterior will be completed by the Geneseo Park District. Mr. Thurman provided the Board with a copy of this lease now as most of the Park District Board and Growth's Board are new since the last lease was signed. Mr. Thurman wants to provide plenty of time for both Boards to look through and discuss. Staff are hoping to have a draft lease by the March meeting, pending a discussion with the Growth Staff and Board. We did not increase prices for years with Growth and wanted to come to a more appropriate payment based on local facilities and office spaces. Mr. Thurman requested the Board look through the lease and communicate any questions or concerns that need to be addressed.

**ADJOURNMENT:** There being no further business to come before the Board and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Zobrist the meeting was adjourned at 6:52 P.M.

  
President

APPROVED   
Secretary