

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON SEPTEMBER 10, 2024 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, Christina Zobrist, Julia McAvoy, Nate Vorac and Bethany Winkleman. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration and Jodie Olson, Administrative Assistant. Citizens in Attendance were Andrew Dasso, Emily Storm and Noah Strausser from Streamline Architects and Larry Ward. President Bodeen acted as Chairman of the meeting and Commissioner Zobrist 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.

**YEARS OF SERVICE PRESENTATION:** Mr. Thurman, Board and Staff congratulated Larry Ward for his 30 years of dedicated service to the Park District. Brad McConnell was not in attendance but was also acknowledged for 25 years of service. Mr. Ward left the meeting at this time.

**APPROVAL OF MINUTES:** Upon a motion duly made by Commissioner Vorac and seconded by Commissioner Winkleman, the minutes of the regular meeting held on August 13, 2024 were approved as follows:

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

**APPROVAL OF CLOSED MINUTES:** Upon a motion duly made by Commissioner Winkleman and seconded by Commissioner McAvoy, the minutes of the closed meeting held on August 13, 2024 were approved as follows:

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

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

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

**TREASURER’S REPORT:** The Treasurer’s report was presented 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:

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

### **REPORT OF OFFICERS**

**Executive Director:** Staff met virtually with Streamline to discuss our next steps with the project and review the Power Point prior to the September Meeting. Streamline has had some good feedback from the community and staff meetings as well as the membership survey. Staff discussed the upcoming Discovery Club and Home School PE Class. Since these are new programs we wanted to create a curriculum and planning efforts for these programs. The Discovery Club will have a STEM feel at the beginning of the program and then active play for the second portion of the program. We have not had anyone sign up for the Middle School program, but looking at some options or expanding the Elementary group. The Home School PE program has had a great registration and staff are excited to get this program started. As IPRA Board Chair, Mr. Thurman had several commitments and meetings during the month of August, including the State Fair in Springfield; several Board Meetings; Illinois Parks and Recreation Foundation meetings and the Joint Editorial Committee Meeting. Staff met with the Distinguished Accreditation Lead last week to discuss our review in September. We are set to have the Team in Geneseo on September 17<sup>th</sup> to go through the all-day review. Mr. Thurman attended an IPRA Information Technology webinar on Cyber Security. This webinar was put together by the IT Networking group that meets regularly and corresponds group questions through email throughout the year. There were some good tips and questions asked to help us

look at some of our operations. Staff are currently in the process of updating the budget, capital requests, fees and charges (proposed) and looking at individual program pricing into 2025. We have also spent time researching a new full-time/hourly position. Tonight is the first night the new Athletic Field exit gate will be used at a youth football game. Annual conference will be held January 23<sup>rd</sup> – 25<sup>th</sup>.

**Superintendent of Recreation:** The John & Carla Aquatic Center last day for the summer was August 11<sup>th</sup>. The Splash Pad will remain open daily from 8:30 am – 6:00 thru September 15<sup>th</sup>. The Back to School Bash was a huge success at the Athletic Field this year. The Back to School Bash was held on August 2<sup>nd</sup> and the Park District brought out the Bounce House and Inflatables, the Giant Hamster Ball, Giant Yard Games, and we served 130 Brats/Hot Dogs and handed out over 200 bottles of water. The final Movie in the Park was held right after the Back to School Bash on August 2<sup>nd</sup>. The movie was Teenage Mutant Ninja Turtles Mutant Mayhem. 53 participants stayed to watch the movie. The Park District will start a new after school program this fall beginning in September. The “Discovery Club” will be a program offered for Elementary aged and Middle School aged students here at the Community Center. The program will run on Mondays and Thursdays for the elementary kids, and Wednesdays for the Middle School age group from 3:30 – 6:00 pm. The Park District will be offering a Home School gym time for kids who need to complete a gym requirement as part of their home school curriculum. This program will run on Wednesdays from 1 – 1:45pm. Activities will vary each week and will take place either in the gym at the Center or outside at the Athletic Field. The Geneseo Theatre Program will begin again in September. The Theatre Program is offered to ages 7--11. The Youth Flag Football program will begin September 8<sup>th</sup> and will be held at the Athletic Field through October 20<sup>th</sup>. There will be one night game played under the lights on October 13<sup>th</sup>. Erdman Construction will be presenting a Basic Home Maintenance class on September 19<sup>th</sup> in the Activity Room. This class is designed to help participants learn essential home maintenance skills in a hands-on environment. The Geneseo Pickleball Club and the

Park District will be hosting a youth pickleball tournament on September 25<sup>th</sup> at Richmond Hill. This is a ½ day of school for the kids so the tournament will be held at 1pm that afternoon. The Henry County Sheriff's Office will be presenting a Free Active Shooter Response Training to the community on October 17<sup>th</sup>. The class is designed to empower participants with the knowledge and confidence to protect themselves and others in emergency situations. The last day for the Summer Day Camp program was August 13<sup>th</sup>. Day Camp had a great summer with 157 individuals attending camp this year. Attendance ran on average 82 children per day. More field trips were offered this summer and enjoyed by the children attending.

**Superintendent of Finance and Administration:** The Geneseo Park District Foundation will hold the Sports Swap again this year. Dates of the Swap will be March 29<sup>th</sup> and April 13<sup>th</sup> (which is the same day as our Easter Egg Hunt). Over 21 families have received financial assistance from our scholarship program so far this year.

**Superintendent of Facilities:** Preventative maintenance was performed on the Theater's projection and sound system on September 5<sup>th</sup>. The Theater passed the annual health department food handling inspection. The areas around the two new benches, table, light footing and boulder at the athletic field have been seeded for grass. The gymnastics harness was inspected on August 14<sup>th</sup> and passed with no remediation required. The two fuses that failed the infrared testing in the community center boiler room have been repaired. The Theater store front was cleaned and prepared for painting on September 3<sup>rd</sup>. This project is part of the City's façade program. The batteries in the Community Center fire alarm were updated. The auto fill valve for the activity pool was failing and has been replaced. New address numbers have been added to the Athletic Field street sign and the backflow preventer leak has been repaired. The seat on the massage chair has been repaired. A few decks and belts have been replaced on treadmills. The Aquatic Center has been winterized for the season. The splash pad will remain open weather permitting. Central Theater Staff is considering going second run after two weeks of opening with Beetlejuice on September 6<sup>th</sup>.

**Commissioners:** Commissioner Winkleman stated her son is attending the new Discovery Club and he thinks it is amazing. Commissioner Zobrist shared a comment received about the Aquatic Center closing for the season too early.

**Citizen Input:** None.

### **UNFINISHED BUSINESS:**

**Fees and Charges Schedule:** Mr. Thurman presented the proposed fees and charges schedule to the Board for 2025. After a discussion, Commissioner Winkleman made a motion to approve the 2025 Fees and Charges Schedule. The motion was seconded by Commissioner Vorac and approved as follows:

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

### **NEW BUSINESS:**

**Athletic Field Rental Fee Reduction Request:** Mr. Thurman met with Dr. Garrett Gripp who inquired about holding fitness classes at the Athletic Field in the early mornings. Mr. Thurman explained the option of becoming an independent contract for the Park District and operating like the Hospital. Dr. Gripp already has a program set-up and the means to communicate with his clientele. Due to our policy, we do not allow outside vendors to run for profit classes at our facilities without an agreement. We will collect rent, and this program will be run through his business. Dr. Gripp is interested in a reduction in the price to rent the grass space at the Athletic Field three times a week in the mornings. The current price of the space is \$15 per hour. He would like continued use of the space until the weather makes it unable to exercise outside. He did not provide a specific price request. After a discussion the board decided against reducing the rental fee as we do not do so for other programs.

**New Full Time Recreation Position:** The Park District Recreation Staff has been discussing the proposal for a new position within the Recreation Department. This position will be a lead, hands on programming position creating new programs, working the Discovery Club, evening

management and special events. This position will be classified as full-time non-exempt. As a non-exempt employee the position will receive overtime pay or compensatory time in accordance with our overtime and compensatory time policies. Their wages are calculated on an hourly basis. Non-exempt employees must utilize a time clock and/or time sheets to document hours worked. This position will be budgeted to receive benefits. This full job description is still being completed but will be like the Recreation Program Manager position that was created last year to help in different program areas, assist with Day Camp and the Aquatic Center as well. This position includes, but is not limited to recreation programs, instructional swimming programs, summer and spring break camps, and special events for youth, teens, adults, and seniors. This position will also be creating new programs for all ages and expanding our current programming. The position will be included in 2025 budget for Board review.

**ADJOURNMENT TO EXECUTIVE SESSION:**

Commissioner Vorac moved to adjourn to Executive Session at 6:50 P.M. for the purpose of discussing the purchase or lease of real property pursuant to Section 2(c)(5) of the Illinois Open Meetings Act. The motion was seconded by Commissioner Winkleman and approved as follows:

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

A discussion was held regarding the purchase of property for the use of the Park District.

Commissioner Vorac moved to return to Open Session at 6:55 P.M. The motion was seconded by Commissioner Zobrist and approved as follows:

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

**RETURN TO OPEN SESSION**

**ADJOURNMENT:** There being no further business to come before the Board and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Winkleman the meeting was adjourned at 6:56 P.M.

*W.A.*

President

APPROVED *Christina Zobrist*

Secretary