

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
January 15, 2019

President Goshorn called the regular meeting to order at 7:00 pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Vicki Paddock, Michelle Klemz, Gerry Crews, Libby Baker and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Wick, Director of Recreation; Mike Szpylman, Director of Business Services; Jennifer Gilbert, Director of Marketing and Community Relations; and Melissa Greenthal, Operations Analyst. Please see the attendance sheet for additional visitors.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of November 20, 2018. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Paddock, Baker, Klemz, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the minutes of the Executive session meeting of December 18, 2018. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Baker, Crews, Klemz, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$836,132.10 presented on January 15, 2019, was made by Gerry Crews and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve an additional payout of \$59,883.30 to E. Hoffman Inc for the Westgate Playground Equipment installation and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Klemz, Baker, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Commissioner Klemz asked how many brochures are printed for each season. Director Gilbert stated that 24,000 brochures are printed; many go to homes with a small amount kept in house.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard presented his report. The locker room walls at FitNation are currently being painted. Tile repairs will be done in the men's steam room at FitNation. Commissioner Klemz commented on a large number of furnace repairs presented in the parks report. Director Reinhard indicated all the furnaces are over 16 years old and in need of repair. Commissioner Goshorn asked when the ice rink at Betty Russell will be up. Director Reinhard indicated the rinks are on time and will be complete once the weather is cold enough. Ice rinks require 5 to 6 inches of frost before they can be made.

Director of Recreation Mike Wick reviewed the recreation report. Frosty Fest was successful with 800-900 in attendance. FitNation is seeing approximately 200-225 new members from Lindenhurst Health and Wellness. Commissioner Crews asked if there is any concern with the Personal Training revenue down compared to the projected budget. Executive Director Kuruvilla said she is not concerned as the revenue from Personal Training is not recognized as revenue until the session is completed and there is approximately \$26,000 that has not been redeemed.

Director of Business Services Mike Szpylman reviewed his report. The 2019-2020 fiscal year budget planning is underway. W-2s and 1099s are in process and will be out by the end of January.

Director of Marketing and Community Relations Jennifer Gilbert reviewed her report. The summer preview guide will be available on January 22. Camp registration begins February 4th with preschool registration following shortly after. Jennifer will be presenting the GO brand at the IAPD/IPRA Soaring to New Heights Conference on Friday, January 25.

Executive Director Susie Kuruvilla reviewed her report. Executive Director Kuruvilla presented the 2018 accomplishments to the board.

ACTION ITEMS

A motion was made by Libby Baker to approve changes to the Personnel Policy Manual section 6.17 regarding nursing mothers in the workplace as presented and was seconded by Gerry Crews. Commissioner Goshorn asked how privacy is handled for nursing mothers. Director Szpylman indicated each building has a designated location and a sign for privacy and would be placed as needed. Roll call vote taken. Ayes: Crews, Paddock, Klemz, Baker, and Goshorn. Nays: none. Absent: none. Motion passed.

A motion was made by Vicki Paddock to approve Resolution #18/19-1 authorizing Michael Szpylman to serve as trustee of the Illinois Trust and seconded by Michelle Klemz. Commissioner Baker asked how the request from Illinois Trust began. Director Szpylman said that it was through introductions at meetings, conferences, and legal symposiums. Commissioner Klemz asked what the position required. Director Szpylman stated the Illinois Trust oversees and designates the professional organizations that assist with municipalities investments. Commissioner Crews asked how much time this position on the board will take. Director Szpylman responded that the time would be very limited to four meetings per year. Roll call vote taken. Ayes: Paddock, Klemz, Baker, Crews, and Goshorn. Nays: none. Absent: none. Motion passed.

A motion was made by Michelle Klemz to approve the plans for the maintenance facility at Viking Park as presented and seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock, Baker, Crews, and Goshorn. Nays: none. Absent: none. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Libby Baker and was seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 7:47pm.

James G. Goshorn, President

Michelle Klemz, Secretary