

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
February 25, 2020

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, Sandra Campbell and Jim Goshorn. Also present: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Mike Szpylman, Director of Business Services; Jeff Reinhard, Director of Parks; and Jennifer Gilbert, Director of Marketing and Community Relations; Beckie Korzyniewski, Manager of Recreation and Facility Services; and Melissa Greenthal, Operations Analyst. Please see the attendance sheet for additional attendees.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of January 21, 2020. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Campbell, Paddock, Crews, and Goshorn. Nays: none. Absent. None. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$783,041.67 presented on February 25, 2020, was made by Gerry Crews and was seconded by Michelle Klemz. Ayes: Paddock, Campbell, Crews, Klemz, and Goshorn. Nays: none. Absent. None. Motion carried.

The financial report and treasurer's report were reviewed.

Beckie Korzyniewski presented an IPRA Community Service Award to Barb Hooker who has served Gurnee Park District for over 19 years. Barb helps serve at Monthly Mixers, Preschool events, and many other areas. Barb has always made the time to volunteer and her dedication to the Gurnee Park District are engrained in the heart of our events and the true meaning of why we do what we do.

Department Directors reviewed their written reports with the Board.

Director of Parks Jeff Reinhard reviewed the parks report. The Viking Park Maintenance Facility is in full operation as of February 24, 2020.

Director of Recreation Mike Wick reviewed the recreation report. Summer camp registration is currently at 1,300 compared to 1,000 at this time last year. An indoor drive-in event scheduled for March 14 sold out with a maximum capacity of 50 children. Enchanted Evening was successful with two sold-out seatings. FitNation memberships are strong. Upholstery on machines at FitNation and Hunt Club are being updated. Swim Schools numbers are a bit lower than anticipated but this is due to the winter. We are anticipating the Swim School numbers will increase again when the weather is warmer.

Director Mike Szpylman reviewed the Business Services report. Commissioner Crews asked about the update in the budget in regards to the change in minimum wage. Executive Director Kuruvilla indicated the budget includes the increases in the minimum wage. When the budget is presented at the March meeting the impact of the minimum wage increases scheduled for July 2020 and January 2021 will be shown.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. The spring brochure is scheduled for delivery on February 28.

Executive Director Susie Kuruvilla reviewed her report. Director Szpylman reviewed the quarterly financial report. The total projected revenue is at 96% with the expenditures projected at 94% of budget and because of that the final fund balance shows a higher net result. The Fitness Operations revenue projections are looking good with our larger revenue typically coming in toward the end of the fiscal year. The capital

projects including the Viking Park Maintenance Facility and the Viking Park Brick Pathway replacement are projected to come in under budget.

Melissa Greenthal presented the iDashboards which had an update in screen design. The Aquatic Pass Sales, Swim School Memberships, Fitness Memberships, and Fitness Visits were presented.

ACTION ITEMS

A motion was made by Michelle Klemz to approve the intergovernmental agreement with the Village of Gurnee for the operations of Gurnee Days community event and was seconded by Vicki Paddock. The Gurnee Days agreement Roll call vote taken. Ayes: Paddock, Campbell, Klemz, Crews, and Goshorn. Nays: none. Absent. None. Motion passed.

OTHER BUSINESS

A motion was made by Gerry Crews to enter executive session at 7:59 pm to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. - Sect. 2 (c) (1)
- The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2 (Sect. 2 (c) (5)
- The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2 (Sect. 2 (c) (6)
- Discussion of minutes of meetings lawfully closed, whether for approval of the minutes by the body or semi-annual review of minutes. (5ILCS 120/2 (c)(11)

Motion seconded by Michelle Klemz Roll call vote taken. Ayes: Paddock, Klemz, Crews, Campbell, and Goshorn. Nays: none. Absent: None. Motion carried. Susie Kuruvilla was authorized to attend the closed session.

A motion was made by Vicki Paddock to return to open session at 8:45 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the Board returned to open session.

A motion was made by Michelle Klemz to release executive session minutes dated August 20, 2019 as recommended by staff. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Campbell, Crews, Klemz, Paddock, and Goshorn. Nays: none. Absent: None. Motion carried.

A motion to adjourn was made by Vicki Paddock and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:46 pm.

James G. Goshorn, President

Sandra Campbell, Secretary