

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
September 18, 2012

President Goshorn called the meeting to order at 7:00 p.m. and led the pledge of allegiance. He asked for a roll call. Commissioners present: Jim Goshorn, Libby Baker, Vicki Paddock, Gerry Crews and Michelle Klemz. Commissioners absent: none. Also present: Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation, Michael Szpylman, Supt. of Business; Sue McDougle, Early Childhood Mgr.; Matthew Vanderkamp, Youth Athletics Supervisor; Scott Crowe, Aquatics Mgr.; Jessica Dadabo, Aquatic Coordinator; Jennifer Gilbert, Marketing/PR Manager and Suzanne Gage, Admin. Assistant. Absent: Susie Kuruvilla. There were no other visitors.

A motion to accept the regular meeting minutes of August 21, 2012 was made by Libby Baker and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Crews and Paddock. Nays: none. Absent: none. Motion carried.

A motion to accept the executive meeting minutes of August 21, 2012 was made by Libby Baker and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Crews and Paddock. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 9/13/12 in the amount of \$799,764.78 and the supplemental vouchers list dated 9/18/12 in the amount of \$32,428.56 was made by Vicki Paddock and seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Crews and Paddock. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed. Commissioner Crews asked what the intended use is for maturing CD's. Treasurer Szpylman stated that they would be rolled over for one year. Everything in CD's is fund balance, he said.

There were no visitor comments.

Jeff Reinhard reviewed the Parks Department report. The renovations at Christine Thompson Park are moving along on schedule. They have graded the area and are installing UniLock block edging. Staff is installing turf in the tot lot area and will soon install playground equipment. He anticipates having the park completed in October. There are no plans for a ribbon-cutting until spring. The shelter for Vineyard Park has just arrived and will be installed this fall. A shelter will also be installed at Christine Thompson Park that was not part of the original plan.

The Tree dedication ceremony will be held on September 30. The staff has planted eleven new trees.

Jeff noted that contracts with Gurnee Youth Baseball are coming up for renewal this fall. The Park District is paid to maintain the American Legion fields where GYB plays. The Blue Devil travel organization wants to contract separately for use of the Legion fields so that they have direct communication with the Park District regarding scheduling.

Jeff noted that the leak at Hunt Club Park Aquatic Center is still under study. There also continues to be some leaking at Gages Lake pool. Scott Crowe said that when there are program breaks, they do the next step in the process of looking for it. A handicap accessible chair will be installed in the near future and the deck will be opened at that point.

Lisa Sheppard reviewed the Recreation Department report. She introduced staff members Matthew Vanderkamp, Sue McDougle, Scott Crowe and Jessica Dadabo and said they had a phenomenal summer. Day camps had a record number of participants this year. Besides a general increase in regular day campers, staff added a new teen camp and a sports camp for younger kids that were both well received. Lisa complimented Sue, Sabrina Hinkens and Matthew for overall management and their excellent site directors and counselors. Initial group interviews

were conducted for new aquatic staff and camp staff this year. It gave a better idea as to who had leadership skills was more outgoing, had a good work ethic, etc. Training and management also went into making this an excellent summer.

Lisa also stated that the aquatic center did not have many down days this year because of the very hot weather. It was always busy but overcrowding was not a problem. The board commented on the phenomenal survey results for both the camps and the aquatic center. The Board discussed specific comments on the surveys.

Mike Szpylman presented the Business Department report. He noted that this is the time of year when the District issues annual rollover bonds. The issue is sized at \$920,000 but is subject to change (decrease) based on interest rates. The Board President will sign the order calling for the public hearing on the bond issue at the October 16 meeting at 7 pm.

Mike also reported on an IAPD/IPRA seminar on new health care law changes coming in 2013 and 2014. The topics were who must be covered by health insurance and what the penalties will be for not covering eligible employees. PDRMA will have a seminar on this in January. Mike met with the Liquid Asset Fund representatives recently. Their board has an opening for a commissioner. Commissioner Crews expressed an interest in the position.

Jennifer Gilbert presented the Marketing report. She noted that aquatic center renewals will be streamlined next year thanks to the new software package. She discussed geocoding software that will utilize extracted data from Rectrac to plot our customers on a map. This opens many opportunities for target marketing. Jennifer also described development of a mobile version of the GPD website that would make the customer experience much more convenient. Commissioner Crews congratulated and thanked those involved through the Park District with Warren Special Recreation Association. A new mini-brochure has recently been produced by Brenda Sorensen.

The Director's report was reviewed by Acting Director Jeff Reinhard. He noted that Fall Fest will be held on October 6 from 12-4pm at Viking Park and the Tree Dedication will occur on September 30.

#### ACTION ITEMS

A motion was made by Gerry Crews to approve Resolution #12/13-2 Designating October 2012 as HCHY "Let's Talk Month". Motion seconded by Vicki Paddock. Lisa Sheppard noted that HCHY encourages positive communication within families. "Let's Talk" jars with questions inside are sent home with first graders to generate discussion at dinnertime. In the upper grades, a letter is sent home showing where the questions can be found on line. There will also be a Facebook page established this year. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Crews and Paddock. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the field use agreement with Warren United Soccer Club as presented. Motion seconded by Libby Baker. This is a renewal of a long-standing agreement and there was no discussion. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Crews and Paddock. Nays: none. Absent: none. Motion carried.

In other business, the Board discussed whether to postpone the October 16 meeting since the Director and Commissioner Baker will be away at the national conference. It was decided to keep the meeting date as it is. There is enough staff representation to go forward.

A motion to adjourn was made by Gerry Crews and seconded by Libby Baker. On voice vote, all voted aye. The meeting adjourned at 8 p.m.

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James G. Goshorn, President

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Michelle Klemz, Secretary