

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
February 16, 2016

President Jim Goshorn called the regular meeting to order at 6:15 p.m. and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Jim Goshorn, Michelle Klemz, Gerry Crews, Vicki Paddock, and Libby Baker. Commissioners absent: none. Staff members also present: Susie Kuruvilla, Executive Director; Mike Szpylman, Director of Business Services; Jeff Reinhard, Director of Parks & Planning; Scott Crowe, Director of Recreation; Jennifer Gilbert, Marketing/PR Manager and Suzanne Gage, Administrative Assistant.

A motion was made by Michelle Klemz to enter executive session at 6:15 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. (5ILCS 120/2 (c)(1)
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. – Sec. 5 ILCS 120/2 (c) (2)
- Semi Annual Review of Executive Session Minutes- Sec. 5 ILCS 120/2 (c) (21)

Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Crews, Paddock and Goshorn. Nays: none. Absent: none. Motion carried. Susie Kuruvilla, Mike Szpylman and Suzanne Gage were also authorized to attend the closed session as well as Kathryn O'Connor, representing the Management Association.

A motion was made by Libby Baker to return to open session at 7:00 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of January 19, 2016. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Crews, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$765,091.48 presented on February 16, 2016 was made by Gerry Crews and seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Crews, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitors. Resident Shelley Lazarus addressed the Board. She would like to have recycling opportunities in parks. Last year at her request, staff placed a large blue recycling container in Ravinia Park. For several reasons, it was not a success. Ms. Lazarus stated that she wants to see recycling in all the parks and she is willing to help in any way. Director of Parks and Planning, Jeff Reinhard, commented that recycling in public parks is very challenging. If any garbage is mixed into recyclables, the entire bag must be discarded. The Board said we will look into it further and see what other districts are doing.

An IAPD/IPRA Community Service award was presented to the staff at Nike Gurnee, which was nominated this year for their outstanding efforts to help foster the mission of quality parks and programs in Gurnee. Director of Recreation Scott Crowe made the presentation to Robin Strain, store manager, and noted that Nike staff have been working with us for three years on the Gurnee Days 10K, and every Wednesday in the summer with the Rec Mobile. They actually took the lead on Rec Mobile nights, working with our interns. Employees have also volunteered with Families on the Fairway and the fishing derby. Scott said the GPD staff sincerely appreciate their efforts. He presented a plaque to Robin and staff members Selena Hernandez and Cindy Zamudio. Robin noted that Nike as a company, challenged the staff to volunteer in the community and she hopes to continue for years to come. The audience gave them a round of applause.

Scott Crowe introduced Jill Carlson who has been president of Blue Devil Swim Club for the last five years. Scott noted that the District continues to have a good relationship with the club. There is lots of work and effort on both sides to

cooperate on usage of the pools. Scott recommended approval of the affiliate agreement. Jill thanked the Park District for all it has done. She reviewed the Club's accomplishments and what they hope to do this year. She noted that they maintain 150 swimmers but the size of the Club is limited by the pool space available. The Board took action on the agreement.

Department heads discussed their written reports and answered questions.

Director of Parks and Planning Jeff Reinhard discussed his report and noted that everything was taken care of in his absence and that Kraig Owens did a great job as Acting Director. He discussed the status of the Viking kitchen remodeling as well as the structural issue with the aquatic center waterfall. Two companies have inspected the waterfall and will provide quotes. It must be repaired before the season opens Memorial Day weekend.

Recreation Director Scott Crowe presented his report. He noted that the fitness centers now have 6190 members. Preschool enrollment is up 47%. Full day preschool is doing very well. Camp is up 10%, martial arts is up 11%, and dance is up 5%. Chris Marzano has arranged for Chicago Fire to provide free training for soccer coaches. He also noted that Chelsi Todd has started as Recreation team assistant/Volunteer Coordinator.

Business Services Director Mike Szpylman answered questions on his report. President Goshorn thanked Commissioner Crews for taking the lead and proposing an Internal Control policy. It will be presented at the March board meeting.

Marketing/PR manager Jennifer Gilbert reported on the marketing occurring in many different program areas. The spring brochure has gone to the printer; it has gone through a major reorganization that should be noticeable. President Goshorn asked for a review of the amount of spam his Park District email folder is receiving.

Susie Kuruvilla discussed the upcoming strategic planning process. The Board President and Susie entered into an agreement with Charlie Williams and Chuck Balling to facilitate the process. The District will also conduct a community survey. It will be included in the FY16/17 budget. The bulk of the work will be completed in the fall. The goal will be to complete the plan by January at the latest.

The Director asked the Board to consider attending the IAPD Legislative Conference in Springfield May 3 and 4.

In other business, the Director noted that the closing on the property adjacent to Betty Russell Park will take place on February 17. The owner could not remove the shed in time so he has until March 2 to remove it and the district will hold back \$1,000. If it is not removed by then, the District will keep the money.

ACTION ITEMS

A motion was made by Gerry Crews to approve the affiliate agreement with Blue Devil Swim Club as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Crews, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

At the end of open session, resident David Egan asked to address the Board. He stated that the front door of Viking Community Center is locked at 5:00 pm except on Board meeting Tuesdays. He asked whether it could be kept open until 7 pm every Tuesday to make it easier for the yoga participants to get to class. The Director said she will speak with the facility manager.

The Board took a brief recess at 8:15 pm prior to entering executive session.

The President called the meeting to order again at 8:25 pm. A motion was made by Vicki Paddock to enter executive session at 8:25 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. (5ILCS 120/2 (c)(1))
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Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Crews, Paddock and Goshorn. Nays: none. Absent: none. Motion carried. Susie Kuruvilla, Mike Szpylman and Suzanne Gage were also authorized to attend the closed session.

A motion was made by Gerry Crews to return to open session at 9:13 pm. Motion seconded by Michelle Klemz. On voice vote, all voted aye and the motion passed.

A motion to adjourn was made by Vicki Paddock and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 9:15 pm.

James G. Goshorn, President

Michelle Klemz, Secretary