

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
February 20, 2018

President Goshorn called the regular meeting to order at 7:00 pm and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Gerry Crews, Vicki Paddock, Michelle Klemz and Jim Goshorn. Commissioners absent: Libby Baker. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Jennifer Gilbert, Director of Marketing and Community Relations; Melissa Greenthal, Operations Analyst, Beckie Korzyniewski, Facility Manager VPCC; and Ron Dorsey, Adult Athletics Supervisor . Please see the attendance sheet for additional visitors.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of January 16, 2018. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried. A motion was made by Michelle Klemz to approve Executive session minutes for December 19, 2017. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker. Motion carried. A motion was made by Crews to approve Executive session minutes for January 16, 2018. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion to approve the total bills and payroll in the amount of \$676,164.30 presented on February 20, 2018 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Crews, Klemz, and Goshorn. Nays: none. Absent: Baker. Motion carried.

Libby Baker arrived at the board meeting at 7:10 PM.

The financial report and treasurer's report were reviewed. Commissioner Crews asked about the 2% interest on CDs. Director Szpylman indicated that the current CD is at 2%. Crews asked if all CDs are annual. Mike indicated that some of the CDs are 6 month and others are annual. Crews, asked if our financial policy prohibits us from having CDS for longer than 1 year. Executive Director Kuruvilla responded that the policy does not.

The President opened the floor to visitors; there were no comments.

Ron Dorsey presented an IAPD/IPRA Community Service Award to Linda Brogren who was instrumental in the success of GO GURNEE by leading the walks, researching trails and providing details on each trail. Beckie Korzyniewski presented an IAPD/IPRA Community Service Award to Simone Johnson who has volunteered with the park district for over 4 years at events such as Parents' Night Out, Aquatic Events, Trick or Treat Path, Enchanted Evening and Gurnee Days.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard demonstrated the new security cameras installed at Hunt Club. The security cameras are motion activated and will only record when motion is detected. This upgrade reduces the amount of storage needed for security recordings. Commissioner Baker asked what the requirements are to save the security recordings. Director Szpylman indicated FOIA requires security camera recordings to be saved for 14 days. Director Reinhard explained that the air quality recommendation report for the pool at FitNation is to put in additional ventilation at the pool deck level. Once this is complete a balance check will be run on the unit to ensure the system is working properly.

Beckie Korzyniewski presented the Recreation Report. Commissioner Baker asked about Max Andrews' replacement. Executive Director Kuruvilla responded there is a discussion about restructuring and a decision has not been made yet. Commissioner Crews asked if there is any concern about rentals being down compared to last year. Kuruvilla responded that rentals are down approximately 10% and this is not

an issue. The current camp registration of 753 is from the digital spring program guide and the summer fun guide.

Director of Business Services Mike Szpylman presented his report. Commissioner Crews asked why the HCPAC Fund should be eliminated and become part of the Recreation Fund. Director Szpylman indicated that it doesn't qualify as its own fund since 2012 and in the audit it moves up into the Recreation Fund. We kept it as a separate fund for internal reporting purposes. But since the new financial system Incode allows extracting information for the Aquatic Center from the Recreation Fund easily, it is no longer a need to keep it separate. The current fund balance target for the Aquatic Center is unlikely to be met in the future.

Director of Marketing and Community Relations Jennifer Gilbert presented her report. The Summer Preview Guide went out to districts 50, 56 and Lake Villa. Commissioner Baker asked why Lake Villa was added to the distributions this year. Director Gilbert indicated when Lake Villa school district was contacted they were interested in distributing the guide. Lake Villa is a non-resident area that we get a lot of interest for our programs and services. Commissioner Crews asked how to refer a Member is going. Jennifer replied any time the campaign is elevated a significant rise is seen in referral membership.

Executive Director Kuruvilla presented her report. Parks Day at the capital and legislative conference is on April 24 and 25. Commissioner Baker and Paddock may be in attendance; they will confirm in the next few days with Executive Director Kuruvilla. Executive Director Kuruvilla recommends the Pickleball courts at O'Plaine Park should not having lighting as this adds additional cost and most other sports fields currently do not have lighting. Director Reinhard showed the Pickleball court plans. Commissioner Crews asked if we should put in the necessary groundwork and piping for lighting to save on costs in the future to add lighting. After further discussion the agreement was to not light the Pickleball courts.

ACTION ITEMS

A motion was made by Michelle Klemz to approve the Categories of Services and seconded by Vicki Paddock. Commissioner Baker asked about the future of Viking Park Singers. Executive Director Kuruvilla indicated this program and other programs will be discussed further in the budget process to determine how to move forward in the future. Commissioner Paddock asked how some of the programs are being subsidized. Executive Director Kuruvilla indicated this varies by program where some are subsidized for direct costs but none cover the overhead costs associated with the programs. The biggest change in the Category of Services is the addition of the Enterprise fund which are programs that covers all direct and indirect costs including debt services and capital. Fitness Center Operations is now under Enterprise category. The Categories of Services is used as a road map for where programs fall and will be used in the future on where new programs will be categorized. Roll call vote taken. Ayes: Klemz, Paddock, Crews, Baker and Goshorn. Nays: none. Absent: none. Motion carried.

Beth DeRosier represented Blue Devil Swim Club as the affiliate agreement with Gurnee Park District was brought up for board action. 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.

A motion was made by Michelle Klemz to approve the Free Weight (plates) purchase and seconded by Vicki Paddock. Commissioner Crews asked what items are included in this purchase. Director Szpylman indicated the entire free weight area, including the racks will be replaced. The new free weights will be quieter, better organized, and do not roll like the current weights. Roll call vote taken. Ayes: Baker, Paddock, Klemz, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to enter executive session at 8:09 pm to discuss:

- To consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel to determine its validity. (5ILCS 120/2 (c)(5))
- 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))

Roll call vote taken. Ayes: Paddock, Klemz, Baker, Crews 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 8:20 pm. Motion seconded by Michelle Klemz. On voice vote, all voted aye and the Board returned to open session.

A motion was made by Gerry Crews to release executive session minutes dated August 15, 2017 as recommended by staff. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Libby Baker and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:25pm.

James G. Goshorn, President

Michelle Klemz, Secretary