

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
August 21, 2018

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: Gerry Crews, Vicki Paddock, Libby Baker, Michelle Klemz and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Scott Crowe, Director of Recreation; Mike Szpylman, Director of Business Services; Jennifer Gilbert, Director of Marketing and Community Relations; Fred Colòn, IT Coordinator; and Melissa Greenthal, Operations Analyst.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of July 17, 2018. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Baker, Klemz, Crews, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,158,898.64 presented on August 21, 2018 was made by Libby Baker and was seconded by Gerry Crews. Commissioner Baker asked about the purchase of ashtrays as to where they are placed. Director Reinhard stated these are for the outdoor designated smoking areas. Commissioner Baker asked if the Kronos software is a monthly charge. Director Szpylman indicated Kronos is a monthly charge and that many software's have moved to monthly chargers rather than one time purchases. Commissioner Goshorn noted the increase in Amazon charges. Several directors confirmed that the convenience and variety of offerings not found elsewhere have caused an increase in purchasing from Amazon. Commissioner Crews asked what the Dectron Evaporator is. Director Reinhard indicated the unit is a heater, air conditioner and dehumidifier for the pool room at FitNation. 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. Director Szpylman added some graphs to the treasurer's report to show changes over time. The 12-month fund balance history for the past two years and the revenue follows the same pattern.

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

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard presented his report. The FitNation pool resurfacing started this week with the old material being stripped away and the new Diamond Brite material going on next week. Additional ventilation will be installed in the FitNation pool area while the pool is closed to help keep the chloramines out of the pool. Commissioner Baker asked if there have been any complaints regarding the pool closure. Director Crowe said there have not been any major issues with the temporary closure. Commissioner Goshorn asked about the continuing drainage repairs occurring at O'Plaine Park. Director Reinhard explained that the drainage had been an issue at this site going back several years. As we built a new playground few years ago and pickle ball courts in recent months, we are addressing the drainage issue throughout the park in sections.

Director of Recreation Scott Crowe presented his report. FitNation was named in the list of Top 100 Industry Fitness Club. As of July, FitNation is only 51 members behind in the budgeted fitness membership goal. Gurnee Park District hosted Lifeguard games; the Junior Guards took 1st place and the Lifeguards took 3rd overall. Commissioner Goshorn commented on the additional weights added to Hunt Club. Director Crowe thanked the team for all the help during Gurnee Days. Commissioner Crews heard some comments on the lights being on during the parade. For safety the

lights remain on during the fireworks but do not affect the viewing of the fireworks. Director Crowe thanked the board and administrative team as August 31st is his last day with the park district.

Director of Business Services Mike Szpylman reviewed his report. Executive Director Kuruvilla mentioned that the GFOA award for 2017-2018 budget came in last week.

Director of Marketing and Community Relations Jennifer Gilbert reviewed her report. The daily aquatic pass sales have been steady this year. The submission for the Go Program session at the conference in January 2019 has been approved. Commissioner Klemz asked what digital advertising entails. Director Gilbert indicated it is targeted by google ad words and digital advertising on mobile websites and applications in our immediate and surrounding area. Commissioner Crews asked what agencies will be present at the Go Program walk on September 29, 2018. Director Gilbert indicated the Lake County Health Department is working to get as many agencies to attend the event as possible. The Pickleball Tournament also takes place on September 29th.

Executive Director Susie Kuruvilla reviewed her report. Gurnee Park District is currently looking into the financial contribution spent on Gurnee Days. The Tree Dedication Ceremony is September 30 at 10am. The 50th Gurnee Park District Anniversary celebration is on September 8th. Commissioner Baker appreciated the timeline for the 50th anniversary in the fall brochure. Executive Director Kuruvilla and Melissa Greenthal presented the iDashboards software. The main focus of the dashboards demonstrated included aquatics and FitNation.

ACTION ITEMS

A motion was made by Michelle Klemz to approve the purchase of routers for Hunt Club and Viking community centers and FitNation from CDW at a cost of \$26,982.20 and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz, and Goshorn. Nays: none. Absent: Klemz. Motion passed.

A motion was made by Gerry Crews to approve the proposal from CCSi for hosted/cloud system for our landline telephones at an annual cost of \$23,722.20 with a three-year contract and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Klemz, Paddock, Baker, and Goshorn. Nays: none. Absent: none. Motion passed.

OTHER BUSINESS

Executive Director Kuruvilla informed the Board that there is an issue with the pickle ball court at O'Plaine Park. The contractor is notified and waiting for a plan to resolve the issue. Gurnee Park District is withholding payment until the issue is fixed. The recommendation is to complete this in the spring of 2019 due to the weather. This does not affect play on the Pickleball courts.

A motion was made by Libby Baker to enter executive session at 8:50 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))
- Semi-Annual Review of Executive Session Minutes- Sec. 5 ILCS 120/2 (c) (21)

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

A motion was made by Libby Baker to return to open session at 9:14 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the Board returned to open session.

A motion was made by Libby Baker to release the following executive session minutes 12/19/2017, 2/20/2018, 3/20/2018 (session I), 5/15/2018 (session I), and 5/15/2018 (session II) and was seconded by Michelle Klemz. All other closed session minutes not released are deemed to still be confidential and will not be released at this time. Also the tapes from September 2016 – February 2017 will be erased. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Baker and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Libby Baker and was seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 9:15pm.

James G. Goshorn, President

Michelle Klemz, Secretary