

**MINUTES OF THE 2,294th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, JANUARY 16, 2014**

President Brad McLane called the meeting to order at 6:33p.m. Commissioners present: John Thomas, Teresa Claybrook, Richard Pierce, Ian Larkin and Brad McLane. Commissioners absent: Ed Harney and Gerri Kahnweiler. Staff present: Robert Smith, Interim Director; John Muno, Superintendent of Recreation; Bob Farmer, Chief Financial Officer; Tom Gullen, Superintendent of Facilities and Libby Baker, Administrative Assistant/Safety Coordinator. Visitors present: Scott Freres arrived at 6:40.

APPROVAL OF NOVEMBER 2013 FINANCIALS

Financial Officer Bob Farmer highlighted the financials. Through November net income is right at budget. After review, Commissioner Thomas moved to approve the November 2013 Financials as presented. The motion was seconded by Commissioner Claybrook and passed by a voice vote. **Motion carried.**

APPROVAL OF JANUARY 2014 VOUCHERS

The Board was presented with the Voucher List for January 2014. Commissioner Thomas commented on two large payments, one for debt payment and one for electrical work. Commissioner Thomas asked if we came in under budget on the outdoor ice rink. Tom Gullen mentioned that bills are still coming in. Commissioner Thomas also asked about skating rinks and the traffic. Commissioner Claybrook mentioned that people have expressed to her an interest in playing broomball. Commissioner Thomas moved to approve the January 2013 Voucher List in the amount of \$1,033,073.11. The motion was seconded by Commissioner Claybrook and a roll call vote was taken. Ayes: Claybrook, Pierce, Larkin, Thomas, and McLane. Nays: None. **Motion carried.**

APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 12, 2013

Commissioner Pierce moved to approve the minutes from the Regular Park Board meeting from December 12, 2013. The motion was seconded by Commissioner Larkin and passed by a voice vote. **Motion carried.**

COMMITTEE REPORTS

Approval of Committee of the Whole Minutes of December 12, 2013

Commissioner Thomas moved to approve the minutes from the Committee of the Whole meeting from December 12, 2013. The motion was seconded by Commissioner Pierce and passed by a voice vote. **Motion carried.**

Continued minutes from the 2,294th
Regular Board meeting
January 16, 2014

Approval of Executive Session Meeting Minutes of December 12, 2013

Commissioner Larkin moved to approve the minutes from the Executive Session meeting from December 12, 2013. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

REMARKS FROM VISITORS

None

COMMUNICATIONS

President McLane commented on the correspondence received from the Park District Risk Management Agency (PDRMA). Bob gave an update explaining PDRMA and how we received the rebate check. A note and check were also received from the Winnetka Park Foundation for the "Pond on the Green". Illinois Clean Energy also sent a check for \$19,000 for the geothermal unit at the Tennis Center.

UNFINISHED BUSINESS

Appointment of Executive Director

Commissioner McLane read the Employment Agreement stating the Board's intent to appoint Robert Smith as the new Executive Director of the Winnetka Park District. Commissioner Claybrook made a motion to approve the Employment Agreement as presented this evening appointing Mr. Robert Smith to the position of Executive Director of the Winnetka Park District, on the terms set forth in the Agreement. The motion was seconded by Commissioner Pierce and a roll call vote was taken. Ayes: Claybrook, Pierce, Larkin, Thomas, and McLane. Nays: none. **Motion carried.**

Employee Compensation

Commissioner Thomas asked why there is no salary Grade 14. Bob Farmer explained that the original firm that did the salary survey felt there was a large step between the department heads and the Executive Director. The Board would like to define the Grade 14 and leave it as an option in the event we create a new position. Bob Farmer suggested splitting the difference between Grades 13 and 15. Commissioner Thomas made a motion to approve an annual increase to the pay grade tables as adjusted, based upon the current year Consumer Price Index (CPI). The motion was seconded by Commissioner Claybrook and a roll call vote was taken. Ayes: Claybrook, Pierce, Larkin, Thomas and McLane. Nays: none. **Motion carried.**

Hubbard Woods

Scott Freres walked through the time line for the process - four phases; Analysis and Conceptual Site Organizational Zones, Preliminary Site Planning Options, Final Site Plan, and Master Plan

Continued minutes from the 2,294th
Regular Board meeting
January 16, 2014

and Implementation Strategy. Scott suggested that we stick with a Wednesday/Saturday meeting schedule to stay consistent. As plans are developed, he will always share with the Board first, and then with the community. He is trying to complete first two phases before spring break. The Final Phase, once approved by Park Board will be taken to the Village Board and commissions for review. Commissioner Larkin asked how the meetings will be marketed. Robert explained the strategies that will be used to market the meetings. Commissioner Claybrook asked if we had engaged the “centers of influence”, specifically the businesses. The Parks and Beaches Committee will be the “Team Review”.

NEW BUSINESS

Skokie Playfield Service Center Upgrades - 2014

Bob described the budget project timeline for the bidding process. Bob anticipates having a recommendation for Board action at the February 27 meeting.

MATTERS OF THE DIRECTOR

Bob thanked the Board and acknowledged Terry. He also gave an update on his progress to date. He would like to set up a one on one meeting with each Board member to come up with some plans and set priorities. He also informed the Board of the backflow preventer that broke and that we may file this with PDRMA. The outdoor ice at Indian Hills had to be shut down because the thaw is creating a decomposition smell.

Lakefront Master Plan – Robert was contacted by the IDNR yesterday and they have asked to have a meeting tomorrow – they would like us to resubmit the budget in a different format and also want to present some other options. If Boards members can attend, that would look good.

Bob also has a meeting with Steve Saunders and Rob Bahan from the Village regarding the storm water utility tax. The Village has given him an outline of how the taxes will affect the park district.

BOARD LIAISON REPORT

Commissioner Thomas reported that the Planning Commission did not meet last month. He also announced that the new Caucus Chair will be Judy Oferling. This led to a discussion of the term cycle for the current Park Board. In May 2015, Richard will be termed out. If Ed leaves before his term is up, it may become complicated. Teresa, Gerri, and Brad go till 2017, at which time, Brad and Gerri will be termed out. John and Ian go till 2015 and will be eligible to serve another term.

Continued minutes from the 2,294th
Regular Board meeting
January 16, 2014

REMARKS FROM VISITORS

None

STAFF REPORTS

Brad has asked Bob to look at other park districts and other agencies to understand how they are presenting information and metrics. Tom gave a brief update on the number of skaters at the new outdoor rink.

EXECUTIVE SESSION

Commissioner Pierce made a motion was made to enter Executive Session at 7:35 p.m. 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)(1)

The motion was seconded by Commissioner Larkin and a roll call vote was taken. Ayes: Claybrook, Pierce, Larkin, McLane and Thomas. Nays: none. Absent: none. **Motion carried.**

Commissioner Claybrook made a motion to return to open session at 7:55 p.m. The motion was seconded by Commissioner Pierce and was passed by a voice vote. **Motion carried.**

ADJOURNMENT

Commissioner Claybrook moved to adjourn the Regular Board meeting at 7:56 p.m. The motion was seconded by Commissioner Larkin and passed by a voice vote. **Motion carried.**

Brad McLane, Board President

Robert Smith, Board Secretary