

**MINUTES OF THE 2,296th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, MARCH 13, 2014**

President Brad McLane called the meeting to order at 6:40 p.m. Commissioners present: John Thomas, Teresa Claybrook, Ian Larkin, Ed Harney, Gerri Kahnweiler and Brad McLane. Commissioners absent: Richard Pierce. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Recreation; Bob Farmer, Chief Financial Officer; Mary Cherveney, Communication/Marketing Manager; John Shea, Recreation Supervisor; Margo Sorensen, Accounts Payable, Britni Purnell, HR & Benefits Coordinator, and Libby Baker, Administrative Assistant/Safety Coordinator. Visitors present: Members of Boys Scout Troop 20; Pierce Brachman, Sean Lawless, Regan Lee, Thomas Foster and Anne-Marie Lee.

BUDGET AND APPROPRIATION ORDINANCE

Commissioner Larkin made a motion to approve the Budget & Appropriation Ordinance #534 making a combined annual budget and appropriation of funds for Winnetka Park District, Cook County, IL for the fiscal year beginning on the 1st day of January, 2014 and ending on the 31st day of December, 2014. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Claybrook, Harney, Larkin, Kahnweiler, Thomas and McLane. Nays: none. Absent: Pierce. **Motion carried.**

APPROVAL OF JANUARY 2014 FINANCIALS

Financial Officer Bob Farmer highlighted the financials and answered questions. After review, Commissioner Kahnweiler moved to approve the January 2014 Financials as presented. The motion was seconded by Commissioner Claybrook and passed by a voice vote. **Motion carried.**

APPROVAL OF MARCH 2014 VOUCHERS

The Board was presented with the Voucher List for March 2014. Commissioner Thomas commented on the numerous pages of MasterCard charges. Financial Officer Farmer explained which staff has cards and their respective spending limits. Commissioner Harney moved to approve the March 2014 Voucher List in the amount of \$215,816.32. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Claybrook, Larkin, Harney, Kahnweiler, Thomas, and McLane. Nays: None. Absent: Pierce. **Motion carried.**

REMARKS FROM VISITORS

None

Continued minutes from the 2,296th
Regular Board meeting
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APPROVAL OF REGULAR MEETING MINUTES OF FEBRUARY 27, 2014

Commissioner Kahnweiler asked for an amendment to the minutes in regards to the fees noted in the Budget and Appropriation section. Commissioner Thomas moved to approve the minutes from the Regular Park Board meeting from February 27, 2014, as amended. The motion was seconded by Commissioner Kahnweiler and passed by a voice vote. **Motion carried.**

APPROVAL OF EXECUTIVE SESSION MEETING MINUTES OF FEBRUARY 27, 2014

Commissioner Thomas moved to approve the minutes from the Executive Session meeting from February 27, 2014. The motion was seconded by Commissioner Harney and passed by a voice vote.

COMMITTEE REPORTS

Approval of Committee of the Whole Minutes of February 13, 2014

Commissioner Thomas moved to approve the minutes from the Committee of the Whole meeting from February 13 as amended. The motion was seconded by Commissioner McLane and passed by a voice vote. **Motion carried.**

COMMUNICATIONS

President McLane noted the positive correspondence received from The Alliance for Early Childhood and praised the recreation department staff for their work with the Alliance.

UNFINISHED BUSINESS

Lakota Presentation – Hubbard Woods

Scott Freres of The Lakota Group gave a summary of the Hubbard Woods Master Planning process and described possible options.

NEW BUSINESS

Organizational Restructuring

Director Smith discussed the restructuring and shift of responsibilities as presented in the revised organizational chart. The chart will be updated to reflect the most accurate record of direct reports. Director Smith explained that this will be revisited during the 2015 budget process. Commissioner Claybrook made a motion to approve the reassignment of manager first reports as represented by the attached amended organizational chart. This change, if approved, would take effect immediately. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Claybrook, Harney, Larkin, Kahnweiler, Thomas and McLane. Nays: none. Absent: Pierce. **Motion carried.**

Continued minutes from the 2,296th
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MATTERS OF THE DIRECTOR

Director Smith commented on the success of the Mother Son Date Night.

BOARD LIAISON REPORT

None

REMARKS FROM VISITORS

None

STAFF REPORTS

Commissioner Kahnweiler inquired about the possibility of holding our “Leprechaun Leap” in conjunction with Chicago’s event. Staff explained that the beneficiary of our event is the Northern Suburban Special Recreation Foundation. Commissioner Thomas expressed his compliments to Henry Michna for his informative report.

EXECUTIVE SESSION

Commissioner Claybrook made a motion to enter Executive Session at 7:35 p.m. to discuss:

- ◆ Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. Sect. 5 ILCS 120/2 (c) (11)

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

Motion carried.

Commissioner Claybrook made a motion to return to open session at 8:03 p.m. The motion was seconded by Commissioner Thomas and was passed by a voice vote. **Motion carried.**

ADJOURNMENT

Commissioner Claybrook moved to adjourn the Regular Board meeting at 8:07 p.m. The motion was seconded by Commissioner Kahnweiler and passed by a voice vote. **Motion carried.**

Brad McLane, Board President

Robert Smith, Board Secretary