

**MINUTES OF THE 2,308th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, MARCH 26, 2015**

President Brad McLane called the regular meeting to order at 6:30 p.m. Commissioners present: Gerri Kahnweiler, Ed Harney, Richard Pierce, John Thomas, Ian Larkin and Brad McLane. Commissioner absent: Teresa Claybrook. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Recreation; Tom Gullen, Superintendent of Facilities; Costa Kutulas, Superintendent of Parks; John Shea, Recreation Manager; Nosha Moore, Staff Accountant; Natalie Seidel, Graphic Design Marketing Specialist; Margo Sorensen, Accounts Payable; Pat Fragassi, Tennis Manager; Edna Alvord, Systems Administrator, and Libby Baker, Administrative Manager/Safety Coordinator. Visitors present: Mickey Archambault and John Peterson.

Director Smith introduced Natalie Seidel as the park district's new Graphic Design Marketing Specialist. The Board welcomed Natalie.

APPROVAL OF JANUARY AND FEBRUARY FINANCIALS

Director Smith introduced Nosha who sat in for Bob Farmer. Nosha explained the financials and the reasons for the variances. Following questions, Commissioner Thomas made a motion to approve the financials as presented. The motion was seconded by Commissioner Pierce and passed by a voice vote. **Motion carried.**

APPROVAL OF MARCH 2015 VOUCHERS

The Board was presented with the Voucher List for March 2015. Commissioner Pierce made a motion to approve the vouchers in the amount of \$416,804.75. The motion was seconded by Commissioner Harney and a roll call vote was taken. Ayes: Kahnweiler, Harney, Larkin, Pierce, Thomas, and McLane. Nays: None. Absent: Claybrook. **Motion carried.**

REMARKS FROM VISITORS

None

APPROVAL OF MINUTES OF FEBRUARY 26, 2015

Commissioner Thomas asked that all the minutes be combined as a consent agenda item. The board agreed and Commissioner Thomas then made a motion to approve all the minutes; items 6-A, B, & C. The motion was seconded by Commissioner Pierce and passed by a voice vote. **Motion carried.**

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COMMUNICATIONS

President McLane acknowledged the donation received from Sani Sport to the Winnetka Parks Foundation for the outdoor ice rink.

UNFINISHED BUSINESS

Hubbard Woods Review

Director Smith gave the Board an update on the results of the Village Planning Commission Meeting from March. He also mentioned the next meeting and asked that the April 9 committee meeting begin early so that staff and board members could be on time. IAPD sent a press release today announcing that the General Assembly did approve legislation and the OSLAD grant funds will not be part of the sweep.

NEW BUSINESS

Glencoe Resident Beach Access

Commissioner Thomas made a motion to approve the one day use request from the Glencoe Park District for access to Maple and Elder beaches with the provisions outlined in the request letter. The motion was seconded by Commissioner Pierce and a roll call vote was taken. Ayes: Kahnweiler, Harney, Larkin, Pierce, Thomas, and McLane. Nays: None. Absent: Claybrook. **Motion carried.**

Tennis 2014 Recap

Superintendent of Recreation John Muno gave a power point presentation recapping the 2014 tennis operations. John commended staff for their hard work and dedication. Pat Fragassi was present and answered questions from the board. The board discussed the value of the improvements made to the facility.

Executive Director Compensation

Commissioner Thomas made a motion to approve a \$10,000 bonus and a 4% merit increase for Director Smith. The motion was seconded by Commissioner Pierce and a roll call vote was taken. Ayes: Kahnweiler, Harney, Larkin, Pierce, Thomas, and McLane. Nays: None. Absent: Claybrook. **Motion carried.**

Board Self Evaluation

Administrator Manager Libby Baker has reached out to IAPD Director Peter Murphy to ask for his assistance in leading a Board Self Evaluation. The last time the board went through this

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process was 2011. The board agreed on the date of September 10, 2015. Libby will follow up with IAPD.

Agency Consolidation

Commissioner Harney gave a presentation outlining the topic of local government consolidation, specifically focusing on the Northfield Park District. President McLane expressed that this topic should be considered as part of the next strategic plan.

MATTERS OF THE DIRECTOR

Director Smith updated the board on new initiatives. One is the Bikeway Master Plan. This will be on the upcoming April 9 committee meeting. President McLane mentioned that the Glencoe Park District is beginning their master plan which includes a bike plan and suggested that staff speak with the Glencoe Park District. Another initiative is launching a website review. Director Smith explained that there will be focus groups which will include the board. A third initiative is the PDRMA Loss Control Review process. Director Smith and Libby have met with all the departments to explain the process and the expectations. The last initiative is the review of the policy and procedure manuals by Steve Adams and his associate from Tressler. Once completed the document will be brought back to the board in sections for review and approval. Director Smith reminded all board members to complete their Statement of Economic Interest.

BOARD LIAISON REPORT

Commissioner Thomas gave an overview of the Planning Commission meeting of Monday, March 25, 2015. He also distributed conceptual drawings of the Elm Street business district. Commissioner Harney announced that the Winnetka Parks Foundation will be doing an Annual Appeal and the Party on the Pier. The date for the Party on the Pier is August 28, 2015.

REMARKS FROM VISITORS

None

STAFF REPORTS

Superintendent of Facilities Tom Gullen announced his retirement. The board expressed their congratulations. Recreation Manager John Shea informed the board that the field use schedule is now online and available for viewing. Commissioner Kahnweiler requested an update on the field use and how it is performing. This topic will be discussed at an upcoming board meeting.

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EXECUTIVE SESSION

Commissioner Kahnweiler made a motion to enter Executive Session at 8:02 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)
- Personnel. Sect. 5 ILCS 120/2 (c)(1)

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

Commissioner Thomas made a motion to return to open session at 8:27 p.m. The motion was seconded by Commissioner Pierce and a roll call vote was taken. Ayes: Kahnweiler, Harney, Pierce, Thomas, and McLane. Nays: None. Absent: Claybrook and Larkin. **Motion carried.**

ACTION ON EXECUTIVE SESSION

None

ADJOURNMENT

Commissioner Pierce moved to adjourn the Regular Board meeting at 8:27 pm. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

Brad McLane, Board President

Robert Smith, Board Secretary