

**MINUTES OF THE WINNETKA PARK DISTRICT
BOARD OF COMMISSIONERS
ANNUAL MEETING
THURSDAY, MAY 28, 2015**

Commissioner Brad McLane called the meeting to order at 7:25 p.m. and a roll call was taken. Commissioners present: Mickey Archambault, Teresa Claybrook, Gerri Kahnweiler, Ian Larkin, Brad McLane, John Peterson and John Thomas. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Recreation; Bob Farmer, Chief Financial Officer; Tom Gullen, Superintendent of Facilities; John Shea, Recreation Division Manager; Superintendent of Parks, Costa Kutulas; Mary Cherveney, Communication/Marketing Manager, and Libby Baker, Administrative Manager/Safety Coordinator.

Oath of Office

Director Smith administered the oath of office to new commissioners Mickey Archambault and John Peterson and to re-elected commissioners Ian Larkin and John Thomas.

Election of Officers

Director Smith opened the floor for nominations for Park Board President.

Commissioner Larkin moved to nominate Commissioner McLane as Park Board President. Director Smith asked for additional nominations. There being no further nominations, Director Smith asked for a motion to close nominations. Commissioner Thomas made a motion to close the nominations for Park Board President. The motion was passed by a voice vote. **Motion carried.**

Director Smith called for a motion to elect Commissioner McLane as Park Board President. Commissioner Larkin made a motion to elect Commissioner McLane as Park Board President and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

President McLane opened the floor for nominations for Vice-President of the Park Board.

Commissioner Kahnweiler moved to nominate Commissioner Thomas as Vice President. Commissioner Kahnweiler also added that she does not agree with the habit of having a four year presidency and recommended that the Board not continue in this manner. She feels that it is important to give others an opportunity to serve as an officer. President McLane concurred and suggested that the Board discuss the process at a committee meeting and consider creating a policy that sets term limits.

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President McLane asked for additional nominations. President McLane made a motion to nominate Commissioner Larkin for Vice-President. President McLane asked for additional nominations. There being no further nominations, President McLane called for a motion to close nominations. Commissioner Thomas made a motion to close the nominations. The motion was seconded by Commissioner Archambault and passed by a voice vote. **Motion carried.**

Commissioner Thomas shared his thoughts regarding the length of the terms and expressed his desire to be the Vice-President. During discussion of the voting process, Commissioner Claybrook inquired why a roll call is taken for the vote versus a ballot and proceeded to make a motion to vote by ballot versus the traditional roll call vote. The motion was seconded by Commissioner Thomas and passed by a voice vote. **Motion carried.**

Each Board member submitted a ballot to President McLane who then counted the votes. President McLane announced the result of the vote was 4-2, with one abstention, in favor of Ian Larkin as Vice-President of the Park Board.

Appointment of Director, Secretary, Treasurer and Attorney

Commissioner Kahnweiler made a motion to appoint Robert Smith as Executive Director and Board Secretary of the Winnetka Park District. The motion was seconded by Commissioner Archambault and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Commissioner Claybrook made a motion to appoint Bob Farmer as Treasurer of the Winnetka Park District. The motion was seconded by Commissioner Kahnweiler and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Commissioner Claybrook made a motion to appoint Tressler, LLP, as the Park District's attorney. The motion was seconded by Commissioner Thomas and a roll call vote was taken. Ayes: Archambault, Claybrook, Kahnweiler, Larkin, Peterson, Thomas, and McLane. Nays: None. **Motion carried.**

Committee Assignments

President McLane reviewed the current assignments and the Board discussed possible changes due to the election of new Board members. The assignments for 2015-2016 will be as follows:

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Administration: Chair Kahnweiler, members Larkin, Peterson and Smith

Audit: Chair Thomas, members Archambault, Kahnweiler and Farmer

Finance: Chair Kahnweiler, members Larkin, Thomas and Farmer

Parks & Beaches: Chair Claybrook, members Archambault, Thomas, Kutulas and Shea

Recreation: Chair Kahnweiler, members Claybrook, Larkin and Shea

Revenue Facilities: Chair Thomas and members Archambault, Peterson and Muno

Liaison Responsibilities

President McLane reviewed the current assignments and the Board discussed possible changes due to the election of new Board members and current members having an interest in changing their assignment. The assignments for 2015-2016 will be as follows:

Environmental/Forestry Commission: No one assigned – may assign as needed. A staff person will be assigned to monitor the minutes of this commission.

Northern Suburban Special Recreation Association: Libby Baker, Director Smith (alternate)

School District 36 and New Trier High School: Commissioner Larkin

Winnetka Caucus Council: Commissioner Thomas

Winnetka Parks Foundation: Commissioners Larkin and Peterson

Winnetka Plan Commission: Commissioner Thomas

Audit Committee Meeting

Director Smith asked the Audit committee to schedule a meeting prior to the June 25 Board Meeting to review the annual audit. CFO Bob Farmer will coordinate with the audit firm and the members of the committee.

Commissioner Thomas made a motion to adjourn the meeting at 8:06p.m. The motion was seconded by Commissioner Claybrook and passed by a voice vote.

Brad McLane, President

Robert Smith, Secretary