

**WINNETKA PARK DISTRICT
AUDIT COMMITTEE
MEETING MINUTES
THURSDAY, OCTOBER 8, 2015
COMMUNITY ROOM
6:45 P.M.**

Committee Chair John Thomas called the meeting to order at 7:12 p.m. Committee members present: Mickey Archambault and Gerri Kahnweiler. Also present: Commissioners Teresa Claybrook, Brad McLane and John Peterson. Staff present: Robert Smith, Executive Director; Bob Farmer, Chief Financial Officer; Costa Kutulas, Superintendent of Parks; John Muno, Superintendent of Facilities; Mary Cherveney, Communication & Marketing Manager; John Shea, Superintendent of Recreation; Libby Baker, Administrative Manager/Safety Coordinator; Jen Gorczyca, Recreation Supervisor, and Toby Ross, Recreation Supervisor.

Audit Contract

The Park District's current contract with the auditor has ended. Chief Financial Officer Bob Farmer provided the Board with some history on the current and previous auditors. Bob noted that we have the option to either issue a Request for Proposal to solicit the services of a new auditor or to enter into another three year contract with our current auditors Lauterbach and Amen LLC. Following discussion, the committee agreed to recommend to the entire Board at the October 22 regular meeting to accept the Lauterbach and Amen LLC audit services proposal, and ask for customized training on internal controls.

Adjournment

The meeting was adjourned at 7:24 p.m.

Brad McLane, President

Robert Smith, Secretary

**WINNETKA PARK DISTRICT
COMMITTEE OF THE WHOLE
MEETING MINUTES
THURSDAY, OCTOBER 8, 2015
COMMUNITY ROOM
5:30 P.M.**

President McLane called the meeting to order at 5:30 p.m. Commissioners present: Mickey Archambault, Teresa Claybrook, Gerri Kahnweiler, Ian Larkin, Brad McLane, John Peterson and John Thomas. Staff present: Robert Smith, Executive Director; Bob Farmer, Chief Financial Officer; Costa Kutulas, Superintendent of Parks; John Muno, Superintendent of Facilities; Mary Cherveney, Communication & Marketing Manager; John Shea, Superintendent of Recreation; Libby Baker, Administrative Manager/Safety Coordinator; Jen Gorczyca, Recreation Supervisor, Toby Ross, Recreation Supervisor and John Barrett, Facility Maintenance Supervisor.

Parks Caucus Survey

The Board discussed the survey results and the comments that were received. Director Smith explained that the results of the Parks Caucus Survey will be forwarded to Ron Vine of Leisure Vision and Chuck Balling, GovHR, for use with the strategic planning process. Commissioner Larkin asked that the comments also be forwarded to the members of the Lakefront Advisory Committee. Commissioner Thomas will contact the Parks Caucus Committee for clarification on question 46.

Display Request

Director Smith provided an update with additional details of the display request. Director Smith met with the Rabbi Teldon of the Chabad of Wilmette at Station Park to discuss the size and placement of the display. A layout of Station Park was shown to give an example of where displays might be located at the park. Director Smith will speak with the Rob Bahan, the Village Manager, to see if there are any Village ordinances that may prohibit placement of displays at the park. Director Smith was given the authority to draft a letter to the Chabad of Wilmette authorizing them to provide, install, maintain and store the display, upon final approval of the Park Board.

Summer Program Report

Superintendent of Recreation John Shea introduced Toby Ross and Jen Gorczyca. Toby gave an overview of the summer camp program. His presentation included participation numbers, revenue and expenses, satisfaction ratings, and camp highlights. School District 36's Adventures in Learning summer program continues to be the main competition. Toby responded to questions from the Board. Jen's presentation reviewed special events offered at the beach and the participation numbers associated with the events. She also reported on beach pass sales, beach visits, beach closure days, boat launch passes, boat storage and launch visits, along with the

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revenue associated with each. Jen noted that no dredging was required this year which accounted for a significant decrease in budgeted expenses.

Storm Water Utility Fee

Director Smith and Don Matthews of Gewalt Hamilton met again with Village Manager, Rob Bahan and Public Works Director, Steve Saunders. Based on discussions at the meeting, Director Smith will withdraw Skokie Playfield from the partnership appeal. Instead, the park district will ask for a direct discharge credit for the golf course and some other properties, and a 50% credit for the Skokie Playfield facilities. The Lloyd appeal is still being presented as a partnership appeal. Bob reviewed the new power point presentation that will be given at the October 13 Village Council Study Session.

Bikeway Master Plan

Director Smith and Steve Konters will be asking the Village Council to support the plan as presented in totality, but to approve the phases one at a time. Director Smith reviewed the phases of the plan. The Board was shown displays highlighting the phases of the plan.

Other Business

Commissioner Kahnweiler expressed her dissatisfaction with the current agreement with the Winnetka Hockey Club. She asked that this topic be addressed at the next board meeting. Commissioner Archambault asked for a status report on the progress of the Winnetka Golf Club centennial celebration. Director Smith explained that there have been staff discussions focusing on potential projects, budgeting and marketing which will include the centennial milestone of the Winnetka Golf Course.

ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

Brad McLane, President

Robert Smith, Secretary