

**WINNETKA PARK DISTRICT
COMMITTEE OF THE WHOLE
MEETING MINUTES
THURSDAY, OCTOBER 13, 2016
COMMUNITY ROOM**

Commissioner Archambault called the meeting to order at 5:36 p.m. Commissioners present: Gerri Kahnweiler, Brad McLane, John Peterson and John Thomas. Commissioner absent: Teresa Claybrook, Ian Larkin. Staff present: Robert Smith, Executive Director; John Muno, Superintendent of Facilities; Bob Farmer, Chief Financial Officer; Mary Cherveney, Communication/Marketing Manager; John Shea, Superintendent of Recreation, and Dede DeCaluwe, Administrative Manager/ Safety Coordinator. Visitors: Chuck Balling, GovHR.

OLD BUSINESS

Strategic Plan Initiatives

Strategic Plan Facilitator, Chuck Balling gave a report on the activities of the Executive Steering Committee leadership team and thanked them for their diligent work to date. During review and discussion among the Committee, Commissioner McLane stated the need for a vision statement to tie the individual initiatives together. Other members of the Committee concurred and agreed to convene a workshop to develop vision statement for the plan. Executive Director Smith asked Commissioners to send an email with thoughts on vision statement to Administrative Manager, Dede DeCaluwe so the workshop may be better facilitated in the interest of time

Dwyer Park

Director Smith gave an overview of the presentation to the Village Plan Commission and the Zoning Board of Appeals (ZBA). Mr. Smith reported that the Plan Commission approved the master plan for Dwyer Park but ZBA declined a variance request for one play component of the design. In addition to the rejection of the variance request, the ZBA did not support the plan in whole due to opposition of the plan by surrounding neighbors. The Committee discussed suggested changes to the plan. Commissioner Thomas requested an information packet on the project and that Park Board members meet individually with Village Council members to provide them with details of the project. Landscape Architect, Rick Schram, is scheduled to get the information packets to Commissioners within the next day.

NEW BUSINESS

Long Range Plan

Chief Financial Officer Bob Farmer gave a high level review the Preliminary Long Range Plan using 2016 actual expenses with an emphasis on capital improvements related to infrastructure. Discussion by the Committee focused on how the long range plan ties into the Strategic Plan initiatives. Commissioner Kahnweiler inquired as to the technology upgrade for accounting.

Committee of the Whole Minutes

October 13, 2016

Page 2.

Commissioner Peterson offered to contact companies regarding software system that would tie together all financial components such as timekeeping, payroll administration and accounting software.

Sale of Surplus Property

Chief Financial Officer Bob Farmer reviewed Ordinance #545 with the committee with regard to the items listed which are no longer functional or obsolete. All items will be recycled or disposed of appropriately with exception to any items the park staff can sell to other organizations.

Policy Review – Chapters 14 & 18

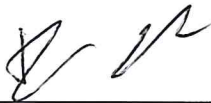
Discussion, Director Smith gave a brief overview of the drafts of Chapter 14, Land Acquisition, Maintenance and Facility Development, and draft of Chapter 18, Safety Policy. The Committee recommended that the revised policies be forwarded to the full Park Board for formal adoption.

Schedule Date for Parks & Beaches Committee Meeting

Administrative Manager Dede DeCaluwe will send out an email with suggested dates and times for consensus to convene a Parks and Beaches Committee meeting to address several outstanding issues before the next regular business meeting of the Park Board.

ADJOURNMENT

The meeting was adjourned at 7:36 p.m.



Ian Larkin, President



Robert Smith, Secretary