

**MINUTES OF THE 2,320th
REGULARLY SCHEDULED BOARD
MEETING OF THE COMMISSIONERS
AND OFFICERS OF THE WINNETKA
PARK DISTRICT, WINNETKA, IL
THURSDAY, MARCH 17, 2016**

President Brad McLane called the meeting to order at 6:42 pm. 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 Facilities; Bob Farmer, Chief Financial Officer; Mary Cherveney, Communication/Marketing Manager; John Shea, Superintendent of Recreation; Costa Kutulas, Superintendent of Parks; Rob Drogos, Assistant Golf Manager; Britni Purnell, HR & Benefits Administrator and Libby Baker, Administrative Manager/Safety Coordinator. Visitors: Don Smith, Igor Studenkov; Winnetka Talk, and Tom Wegert.

ADDITIONS TO AGENDA

None

APPROVAL OF FINANCIALS

Chief Financial Officer Bob Farmer reviewed the February financials. Commissioner Kahnweiler and Commissioner Thomas requested a financial breakdown of outdoor versus indoor ice, including revenue and expenses. Following questions and discussion, Commissioner Thomas made a motion to approve the financials as presented. The motion was seconded by Commissioner Archambault and passed by a voice vote. Motion carried.

APPROVAL OF VOUCHERS

The Board was presented with the Voucher List for March 2016. Following questions and discussion, Commissioner Peterson made a motion to approve the vouchers in the amount of \$635,935.30. 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.

REMARKS FROM VISITORS

President McLane addressed the audience and asked for comments.

Superintendent of Facilities, John Muno introduced Tom Wegert, the incoming president of the Winnetka Paddle Tennis Club. Mr. Wegert thanked the Park District for their support. Superintendent Muno also introduced Rob Drogos, the new Assistant Manager of the golf course. Rob expressed his pleasure with being part of the Winnetka Park District team.

Kryisia Miller expressed her concern that there may not be enough interest or participation in the survey and the results will not be valid. She has spoken with many people who either did not receive the survey or are not aware of the end date. She stated that the survey document and the yard signs do not include the end date. Ms. Miller is also concerned because throughout the

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lakefront master planning process, she was led to believe that there would be a survey specific to the lakefront. She is disappointed that the current survey only has 5 questions about the lakefront.

President McLane explained that we have already received a sufficient number of surveys to have valid data, but would prefer to receive additional completed surveys. He also stated that due to the concerns that have been raised, the closing date of the survey has been extended and staff will communicate that date to the community.

Zosia Schar stated that she is opposed to the rock breakwaters and questioned why the survey does not ask questions specific to each beach.

APPROVAL OF MINUTES

Commissioner Peterson made a motion to combine the Budget & Appropriation Hearing and the Committee of the Whole meeting minutes of February 25, 2016, into a consent agenda. 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.

Commissioner Thomas made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Archambault and passed by a voice vote. Motion carried.

Commissioner Kahnweiler inquired if the minutes of February 25, 2016 need to reflect the Director's bonus amount and the edits made to the policy manual. The Board concluded that the minutes should be amended to include the edits and the bonus. Commissioner Kahnweiler made a motion to approve the Regular meeting minutes of February 25, 2016 as amended. The motion was seconded by Commissioner Archambault and passed by a voice vote.

COMMUNICATIONS

None

UNFINISHED BUSINESS

Hubbard Woods

Superintendent Kutulas reported on the progress of Hubbard Woods, giving details on the outstanding items. The project is wrapping up and the ribbon cutting is planned for June 15.

Golf Course – Land Use Analysis

Director Smith informed the Board that the use of the land where the Skokie Playfield Service Center sits is no longer being considered by the Village. He presented some of the storage options that the Strand Engineering Stormwater Management presentation included which are part of Park District property. The next step for the Village is to start assigning costs to each of the options, and schedule additional community presentations.

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Strategic Plan

Director Smith reported that the community needs assessment survey is coming to a close. Approximately 620 responses have currently been received to date. Commissioner Claybrook commented that the community has been inundated with mailings for the recent election, and that possibly the survey postcards have been lost or mistakenly discarded. She suggested an April 1 deadline and asked that an email be sent with the new deadline and an additional reminder email prior to the deadline.

Director Smith informed the Board that a productive meeting of the Executive Steering Committee (ESC) took place the prior night. Once the survey results have been tabulated a workshop for the board will be scheduled and Board members will receive a SWOT analysis exercise to be completed prior to the workshop.

Policy Manual Chapters 1-4, 2nd Reading and Adoption

The edits cited in the February 25, 2016 meeting minutes have been included in the final version of Chapters 1-4 of the policy manual. Staff recommended final approval of Chapters 1-4 of the Winnetka Park District Policy Manual.

Commissioner Thomas made a motion to approve Chapters 1-4 of the policy manual as presented. 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.

Lakefront Master Plan

Commissioner Peterson made a motion to reconsider the vote to approve the Winnetka Park District Lakefront Master Plan titled Winnetka Waterfront 2030. 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 approve the Winnetka Park District Lakefront Master Plan titled Winnetka Waterfront 2030. 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.

PDRMA Award

Administrative Manager/Safety Coordinator Libby Baker presented the Board with the PDRMA Loss Control Review Accreditation Award.

NEW BUSINESS

None

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MATTERS OF THE DIRECTOR

- An employee survey was conducted. The survey measured employee satisfaction, benefits, work environment and safety. The results have just been tabulated. Director Smith, Britni Purnell and Libby Baker will review the results to determine an action plan. Director Smith will share the results with the Board.
- The Lakefront Master Plan document has been branded with the Winnetka Park District logo and will be hand delivered to the Illinois Department of Natural Resources (IDNR) to complete the grant process.

BOARD LIAISON REPORTS

Planning Commission - Commissioner Thomas reported that the Commission has not met in a while. He also reported on the new elected officials.

REMARKS FROM VISITORS

None

STAFF REPORTS

EXECUTIVE SESSION

Commissioner Thomas made a motion to enter Executive Session at 8:00 pm. to discuss:

- To consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Sect. 5 ILCS 120/2(c) (1)
- The purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired. Sect. 5 ILCS 120/2 (c)
- 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)

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.

RETURN TO OPEN SESSION/ACTION

Commissioner Claybrook made a motion to return to open session at 8:32 pm. 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.

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No action was taken during Executive Session.

ADJOURNMENT

Commissioner Claybrook made a motion to adjourn the regular board meeting at 8:32 pm. The motion was seconded by Commissioner Thomas and passed by a voice vote. Motion carried.

Brad McLane, Board President

Robert Smith, Board Secretary