

**WINNETKA PARK DISTRICT  
COMMITTEE OF THE WHOLE  
MEETING MINUTES  
WEDNESDAY, MARCH 14, 2019  
540 HIBBARD ROAD  
5:30 P.M.**

President Archambault called the meeting to order at 5:30 p.m. Commissioners Present: Mickey Archambault, Teresa Claybrook, Warren James, Eric Lussen (arrived at 5:47 p.m.), John Peterson and John Thomas. Commissioner Absent: None. Staff Present: John Muno, Executive Director; John Shea, Superintendent of Recreation; Christine Berman, Superintendent of Finance; Costa Kutulas, Superintendent of Parks; Mary Cherveney, Administrative Services Manager; and Kelsey Raftery, Marketing Brand Manager. Audience Present: Craig Culp, Don Smith

**CHANGES TO THE AGENDA**

None

**CLOSED SESSION**

Commissioner Thomas made a motion to enter into Closed Session at 5:31 p.m. to discuss the purchase or lease of real property for the use of the public body - Sect. 5 ILCS 120/2 (c) (5). Commissioner James seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Peterson, Thomas. Nays: None. Motion carried.

At 6:02 p.m., Commissioner Thomas made a motion to return to Open Session. Commissioner Lussen seconded the motion and a roll call vote was taken. Ayes: Archambault, Claybrook, James, Larkin, Lussen, Peterson, Thomas. Nays: None. Motion carried.

There was not action taken.

**COMMUNICATIONS**

None

**NEW BUSINESS**

**Policy Manual Chapters 5-6 Review**

Administrative Services Manager, Mary Cherveney outlined the staff recommended adjustments to Chapters 5-6 of the policy manual, which included our social media, application for grants and scholarship/financial assistance policies. President Archambault called out the section on social media that eliminated Executive Director Approval and gives to the Marketing Brand Manager. Commissioner Thomas voiced some concerns regarding that change. Commissioner James called out that within the policy it gives other staff authority as well. Staff will look to tighten up the language and parameters on that point. Commissioner Claybrook suggested striking "that have not been dedicated" in the first paragraph of the Naming and Renaming of Park Sites (5.06).. Commissioner Claybrook asked for clarification on Americans with Disabilities Act Compliance

(5.26). Superintendent Kutulas shared that we have an extensive facility and park site inventory and we consider ADA during park and facility improvements. After some additional discussion, some language adjustments will be made prior to the first reading. The first and second readings will be in April and May

## **UNFINISHED BUSINESS**

### **Winnetka Waterfront 2030 – Lakefront Master Plan**

Superintendent of Parks, Costa Kutulas provided a brief update on the open houses held March 6 and 9. Details findings, plus survey results will be shared at the March 21, 2019 Board meeting. There was some Board discussion on surfers' interests and common themes: motorized boating concerns, less jet skis, make no changes to the lakefront, restaurant at Lloyd and bluff restoration. Executive Director, John Muno had the opportunity to have some conversation with some of our lakefront neighbors, which were positive. In closing and related to the lakefront, was conversation on public's ability to walk along the shoreline even in front of private property.

## **MATTERS OF THE DIRECTOR**

Executive Director, John Muno let the Board know that there is a heavy agenda next week and provided an update on the quarterly staff meeting. President Archambault stated that next week's meeting would also include closed session, which he will mention under liaison reports.

## **BOARD LIAISON REPORTS**

Commissioner Claybrook provided an update on the District #36 referendum. Depending on the outcome, Commissioner Claybrook wanted Board consensus to continue dialogue with the school regarding new gym/size. She expressed urgency if the referendum passed as the School will be moving forward and the window of opportunity may be small. There was some additional related discussion.

Commissioner Thomas provided an update on the Winnetka Youth Organization and their programming and upcoming fundraiser.

President Archambault stated that there would be a closed session on next week's agenda related to stormwater.

## **STAFF UPDATES**

Marketing Brand Manager, Kelsey Raftery gave a brief update on the marketing intern position and large-scale signage project. Commissioner Thomas asked what she looks for in the candidate pool. This person needs to be socially outgoing, as it is a high visible position, dealing with the community at events.

Superintendent of Finance, Christine Berman stated that the finance department is preparing for the audit and the updated employee compensation plan booklets were distributed to the full-time staff. Executive Director Muno shared some more information regarding the compensation booklet updates. Commissioner Larkin would like to see a copy.

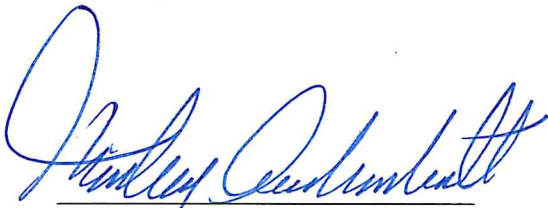
Administration Services Manager, Mary Cherveney stated that one-on-ones would be set up prior

to the unfunded capital prioritization workshop scheduled for April 11. The Annual Meeting will be moved to May 9 from the original schedule of May 16 due to some conflicts.

Superintendent of Parks, Costa Kutulas updated the Board on some damage at the driving range utility pole. This will be fixed along with the netting prior to the baseball season. There was some additional Board related discussion, including taller netting and updating post to steel. He outlined a few items that will be on the agenda next week including park equipment, Maple Street Beach boardwalk and Dog Park. He also presented a short power point with before and after photos on some of our capital projects that just concluded. This included, Golf Service Center out building, Indian Hill Park Shelter storefront and the Golf Clubhouse pro shop glass storefront.

#### **ADJOURNMENT**

The Committee of the Whole meeting adjourned at 7:10 p.m.

  
Mickey Archambault, President  
John Muno, Secretary