

APPROVED

MINUTES OF A REGULAR MEETING OF
THE COMMISSIONERS AND OFFICERS OF
THE GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022
HELD TUESDAY, JANUARY 17, 2012

The meeting was called to order at 7:30 p.m. and the roll was called. Present were Commissioners Trent Cornell (President), Max Retsky (Vice President), Bob Kimble (Treasurer), Hilary Lee and Andre Lerman. Staff present included Executive Director/Secretary Don Van Arsdale, Director of Parks Rick Bold, Director of Finance/Human Resources Carol Mensinger, Director of Operations Steve Nagle, Manager of Marketing and Communication Sandra LoCascio, and Executive Assistant Nancy Symonds.

In attendance were Glencoe residents Steve Gaines, President, Glencoe Youth Services, 655 Greenwood, and Carolyn Birkenstein, Glencoe Junior Kindergarten and Nursery School representative, 892 Thornapple Lane.

Consent Agenda Commissioner Kimble moved to approve the consent agenda items as presented. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Matters from the Public There was no one wishing to address the Board at this time.

Financial Report Director of Finance/Human Resources Mensinger stated that the District has completed ten months in the fiscal year. There have been unforeseen repair expenses at Watts. This year there has been additional training for the Watts staff. Higher utility bills will also have impact. All these items could create a bigger deficit this year than in previous years.

Glencoe Junior High Project Annual Report – Stipend Request President Cornell asked that this agenda item be placed on the February agenda as there was no representative from Glencoe Junior High Project to discuss the stipend request.

Glencoe Youth Services – Stipend Request Executive Director/Secretary Van Arsdale introduced Steve Gaines, President of Glencoe Youth Services (GYS). Mr. Gaines thanked the Board for the District's financial support of Glencoe Youth Services. He stated there has been resurgence in participation as the older class members are returning to GYS and helping to mentor the younger members of the organization.

After discussion, President Cornell moved to approve a stipend of \$10,000 for Glencoe Youth Services and direct staff to include said amount in Fiscal Year 2012/2013 budget. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

To a question regarding additional funding opportunities available to GYS, Mr. Gaines stated that United Way is not funding GYS at this time. United Way has earmarked much of its funding to groups in Evanston and Waukegan. He continued by stating Family Service of Glencoe, Glencoe Junior High Project, and Glencoe Youth Services will be contacting representatives of United Way to see if there could be funding available since these three Glencoe-based organizations provide social services to Glencoe residents.

President Cornell thanked Mr. Gaines for attending the meeting and expressed appreciation for the cooperation that exists between GYS and the District.

Centennial Committee Report Committee Chair Lee gave an update on the Centennial Committee meeting held earlier on this date. She stated the Winter Carnival was held last Saturday at Watts and there attended. She continued by stating the weather was great since it was the first weekend of the season with snow. She stated the next Centennial event is the "Leap in the Lake" on Saturday, February 25. There will be a family Arbor Day event including a tree scavenger hunt in April. She stated staff was finalizing the remaining events and more information is forthcoming.

Mr. Gaines suggested that District staff contact local area Polar Bear Clubs for more participants in the "Leap in the Lake."

This concluded the Centennial Committee Report.

Finance Committee of the Whole Report Treasurer Kimble began his report by stating the Committee recommended and the Board approved as a consent agenda item an additional payment to IMRF for the District's NPO pension obligation for December 2011 wages (previously NPO liability was for IMRF wages paid through November 2011). Mr. Kimble then confirmed a budget workshop meeting (Finance Committee of the Whole) would be held at 7:30 p.m. on Wednesday, February 15, 2012.

This concluded the Finance Committee of the Whole report.

Marketing and Communications Committee Committee Chair Kimble stated the Committee met on Monday, January 16, 2012 and discussed several items, one of which needs Board approval.

A. Discussion and Approval of Print Bid. Mr. Kimble stated the Committee reviewing the print bid results submitted by staff. Mr. Kimble then moved to accept the print bid for the alternate bid submitted by Creekside Printing of Elgin, Illinois in the amount of

\$22,662. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

Personnel and Policy Committee Report Committee Chair Lee stated the Committee met before the regular Board meeting and stated there were several items, which needed Board approval.

A. Discussion and Approval of Dental Insurance Renewal. Committee Chair Lee stated the Committee was recommending the District retain Humana as its dental insurance provider. The initial rate increase was 8.8%; however, the District's insurance broker was able to negotiate the increase down to 3.9%, which results in annual increase to the District of \$785. President Cornell then moved to approve the Park District continue current coverage levels with Humana (\$50 deductible, \$2,000 maximum). Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

B. Policy on Acceptable Use of Internet, Email, Computers, Phones, Cellular Phones, and Other Park District Provided Communication President Cornell moved to approve the Policy on acceptable use of internet, email, computers, Phones, Cellular Phones, and Other Park District Provided Communication Devices as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

C. Social Networking Policy President Cornell moved to approve the Social Networking Policy as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

D. Political Activities Policy President Cornell moved to approve the Political Activities Policy as presented. Commissioner Lerman seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

E. Victims Economic Security and Safety Act ("VESSA") Policy President Cornell moved to approve the Victims' Economic Security and Safety Act ("VESSA") Policy as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

F. Americans with Disabilities Act Policy Statement President Cornell moved to approve the Americans with Disabilities Act Policy Statement as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

G. Discussion of Increasing Number of Commissioners and Length of Term Commissioner Lerman stated he was presenting a draft resolution, which according to Park District code, could increase the number of Board members to seven, and decrease the length of the term from six to four years. He continued by stating if a resolution is approved by the Board, then it would be filed with the Clerk of Cook County. The vacancies on the Board would be filled via election in April of 2013. Discussion ensued. Commissioner Lee indicated there is a vacancy on the School District #35 Board and only two people have submitted application. Commissioner Kimble did not see a sense of urgency and felt community discussion was important.

After lengthy discussion, it was the consensus of the Board to have Commissioners Kimble and Lerman develop a survey for residents to provide feedback regarding the possible change in the number of members and the term of service for Board of Park Commissioners.

This concluded the Personnel and Policy Committee report.

Recreation Committee Report Committee Chair Retsky indicated the Committee met on Monday, January 16, and several items were discussed and one item requires Board approval. She stated staff would be reviewing several recreational programs to see how these programs could be revamped and revitalized. The Committee will review the revamped programs so revised program information would be included in the District's fall program brochure.

A. Discussion and Approval of Tennis Program Fees Committee Chair Retsky indicated staff had reviewed the pricing structure for tennis programs offered at area park districts. President Cornell indicated if there is a super-star tennis instructor, the fee could be changed. After discussion, President Cornell moved to approve the Tennis

Program Fees as presented. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

This concluded the Recreation Committee report.

Special Projects and Facilities Committee Report

A. *Report on the Glencoe Beach and Lakefront Advisory Group.* Committee Chair Lerman began his report by indicating the group recently held its second meeting and there were 12 people in attendance. He stated the group reviewed the 2012 Beach and Boating Report recommendations. He continued by stating the group reviewed the survey results to determine its interest in using the Northbrook Park District's outdoor pools for the summer of 2012 and Northbrook residents using Glencoe Beach.

B. *Strategic Road Map Milestones* Committee Chair Lerman requested that this agenda item be tabled.

This concluded the Special Projects and Facilities Committee report.

Old Business

Watts Advisory Group Chair Lee indicated she is still contacting residents to join the Watts Advisory Group and this group will begin its review shortly. She stated included in the Watts review will be extending the year-round use of the facility.

Street End Task Force President Cornell stated there is nothing to report at this time.

New Business

A. *Discussion of Letter of Agreement for Aquatic Services Between the Glencoe Park District and the Northbrook Park District* Executive Director/Secretary Van Arsdale indicated the District recently solicited information from residents regarding the possibility of offering Northbrook residents the opportunity to purchase Glencoe Beach tokens at resident rates and Glencoe residents being able to use the Northbrook Park District's two outdoor swimming pools. He indicated there was a 10% response from the survey and those who responded generally liked the idea. He continued by stating staff has been in contact with representatives of the Northbrook Park District to develop a letter of agreement for a one year period to offer this program sharing opportunity. He indicated a letter of agreement would be completed shortly so information about this pilot program could be placed in each district's program brochure. Discussion continued.

President Cornell agreed with the one year pilot program and Commissioner Lee felt it would be a win-win opportunity for each district.

Freedom of Information Act Requests Executive Director/Secretary Van Arsdale stated the District has not received any Freedom of Information Act (FOIA) requests since the last Board meeting.

Staff Reports There was no additional discussed from the material that was included in written divisional reports.

Matters from the Public There were no matters from the public.

At this time, Commissioner Kimble requested the order of the agenda be revised.

Other Mr. Kimble indicated staff and he participated in three interviews for comprehensive master plan vendors and they felt there was one vendor who was clearly preferred. He felt it would be appropriate to have only one vendor interviewed for further consideration. President Cornell indicated if staff has one preferred vendor, it was important to ask difficult questions when the vendor meets with the Board. Mr. Van Arsdale indicated the preferred vendor is highly regarded in the industry. Discussion ensued.

Commissioner Lerman expressed concern regarding the comprehensive master plan. Mr. Van Arsdale stated the comprehensive master plan would review all aspects of the District, including all the parks and facilities and recreation programming.

After further discussion, it was the consensus of the Board to invite the preferred vendor to the next regular Board meeting at which time the preferred vendor would give a presentation to the entire Board.

Closed Session to Consider Employment, Discipline, Performance or Dismissal of Specific Employees Under Section 2(c)1 of the Open Meetings Act At 8:50 p.m. President Cornell moved to adjourn into Closed Session to for consider employment, discipline, performance or dismissal of specific employees under Section 2(c)1 of the Open Meetings Act. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Lerman, Kimble, Retsky, Cornell
NAYS: None
ABSENT: None

The meeting reconvened in regular session at 10:38 p.m.

Action, if Any, To be Taken on Matters Discussed in Closed Session There is no action required.

Adjourn With no further business, the meeting adjourned at 10:40 p.m. on a motion from Commissioner Kimble and a second from Commissioner Lee.

Respectfully submitted,

Donald P. Van Arsdale
Secretary