

MINUTES OF SEPTEMBER 17, 2015 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:15 p.m. and roll was called.

Commissioners present:

Seth Palatnik, President
Dudley Onderdonk, Vice President
Lisa Brooks, Treasurer
Steve Gaines, Commissioner
Andre Lerman, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks & Maintenance
Dave Figgins, Director of Recreation & Facilities
Erin Maassen, Manager of Marketing & Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Sarah Arans, Bob Breisblatt, Rob Bush, Tom Finke, Greg Jones, Stephen Schneider

Consent Agenda: A motion was made by Commissioner Lerman to approve the consent agenda items as presented including Minutes of the August 18, 2015 Regular Board Meeting, Minutes of the September 1, 2015 Personnel and Policy Committee Meeting, and Approval of the Bills. Commissioner Onderdonk seconded the motion. There was no discussion. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

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

Financial Report: Director of Finance/Human Resources Mensinger stated we are six months into the fiscal year. Revenue from the Beach has rebounded along with Day Care.

Approval of Resolution No. 840 Marsha Cohen 15 Year Service Resolution: Naomi Garvett, Children's Circle Program Manager, lauded Marsha Cohen for her dedication to the District for 15 years. President Palatnik read Resolution No. 840 and presented Marsha with a Resolution plaque of recognition.

Recognition of Stephen Schneider – Eagle Scout: Director Leiner thanked Stephen for his hard work and donation to the community and his vision during a difficult transition working with two Directors of Parks. President Palatnik read and presented him with a plaque of recognition.

2015 Summer Camp Report: Early Childhood Program Manager Lisa Panizo and Youth and Camp Program Manager Breanne Schnoor presented the 2015 Summer

Camp Report attached to these minutes. Commissioners commented positively on the program and discussion ensued.

Staff Reports: In addition to their Board reports, Director Figgins introduced new staff members to the Board including Athletics & Sports Camps Program Manager Chris Pietrini and Special Events and Active Adults Program Manager Liz Visteen. Director Mensinger reminded the Board of an October 6 Finance Committee of the Whole meeting at 6:30pm and suggested that the Legal Calendar should be pulled from the Board packet for future reference. Executive Director Sheppard stated that we did remove a large ramp from the skate park that was beyond repair and we have received no feedback from residents; a suggestion was made to add modern skate features to parks as they are updated. Manager Maassen has been working on publicity for Worldwide Day of Play this weekend and Harvest Fest scheduled on October 3.

Executive Director Report: Executive Director Sheppard stated that the Positive Coaching Alliance will be held on October 6 at Takiff Center, a seminar on healthy coaching for children, for which area coaches may attend for free. This program is sponsored by past and current commissioners. District 35 is adding full-day kindergarten and our Recreation Team is working on switching gears from current afternoon kindergarten programs to after-school care and programs. The Glencoe Historical Society is holding their Housewalk this Sunday followed by the Gala. Their Sculpture Auction will be held on October 3. The NSSRA Board Report is included for Board education on activities that NSSRA is doing. The LIFE program, scheduled to take place at Takiff, is still working on getting enough participation and has been pushed back to January. Takiff is the NSSRA after school drop off location; from here, they will be bused to area activities.

The Park District conducted its first Seasonal Staff Survey to be used annually to gauge employee satisfaction and benchmark performance. The survey was confidential with an 88% return rate. The overall results showed the District is a premium employer with 97.62% of staff who would recommend Glencoe Park District to friends for a job. A full-time staff survey will occur in February.

Action Items:

Approval of Inclusion Policy: A motion was made by Commissioner Gaines to approve the Inclusion Policy as presented. Commissioner Onderdonk seconded the motion. This policy is recommended by the NSSRA Board of Directors. The Personnel and Policy Committee met on this twice. No further discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval of Refund and 100% Guarantee Policy: A motion was made by Commissioner Gaines to approve the Refund and 100% Guarantee Policy as presented. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval of Resolution No. 840 15 Year Service Resolution - Marsha Cohen: A motion was made by Commissioner Gaines to approve Resolution No. 840 – 15 Year Service Resolution – Marsha Cohen as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

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

Adjourn to Closed Session: At 8:00 p.m., Commissioner Onderdonk moved to adjourn into closed session to discuss litigation when an action against, affecting or on behalf of the District has been filed and is pending in a court 5ILCS 120/2 (c)(11), the purchase or lease of property or the selling or rental price of real estate 5ILCS 120/2 (c)(5) and (6), the appointment, employment, performance of specific employees 5ILCS 120/2 (c)(1), and a semi-annual review of closed session minutes as mandated by Section 2.06. 5 ILCS 120/2 (c)(21). Commissioner Brooks seconded the motion. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Return to Open Session: Commissioner Gaines moved to return to open session at 8:58 p.m. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Action on Matter(s) Discussed in Closed Session:

Approval of Resolution 841: Glencoe Youth Services Lease of Holmes Warming House: A motion was made by Commissioner Gaines to approve Resolution No. 841 Glencoe Youth Services Lease of Holmes Warming House as presented. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval of Glencoe Youth Services Lease of Holmes Warming House: A motion was made by Commissioner Gaines to approve the Glencoe Youth Services Lease of Holmes Warming House as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval and Release of Executive Session Minutes: Commissioner Gaines made a motion to approve and release from confidentiality the following closed session minutes including March 17, 2015. Commissioner Lerman seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval to Keep Confidential Executive Session Minutes: Commissioner Gaines made a motion to keep confidential the following closed session minutes including September 20, 2011, March 20, 2012, August 28, 2012 #2, September 4, 2012, November 1, 2012, January 7, 2013, January 8, 2013, March 13, 2013, September 17, 2013, October 15, 2013, January 21, 2014, February 18, 2014 #1 & #2, March 18, 2014, and October 21, 2014. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Other Business: Commissioner Onderdonk shared Glencoe events including the Housewalk on Sunday, October 20 from 10:00am-4:00pm and the Evanston Bike Club has a 100-mile race with about 2500 bicyclists coming through Glencoe on Sunday, October 20 with the train station as one of the rest stops, done by noon. Go Green Glencoe Beach cleanup at 9:30am on Saturday morning.

Adjourn: Commissioner Gaines moved to adjourn the meeting at 9:04 p.m. Commissioner Lerman seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary