

Minutes  
Regular Meeting of the Board of Commissioners  
Community Park District of La Grange Park  
January 12, 2015

1. CALL TO ORDER & ROLL CALL

President Karen Boyd called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:00 p.m. Other Commissioners present were Lou Ritten, Lucy Stastny, Tim Ogden, and Jeff Kilrea. Also present was Executive Director Aleks Briedis, Superintendent of Recreation Dean Carrara, Recreation Supervisor Darla Goudeau (enter 6:25 p.m.), Office Manager Peggy Ronovsky, Marketing Supervisor Dave Romito, and Financial Coordinator Phil Mesi (enter 6:25 p.m.).

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

President Boyd recited as follows: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.

4. ADDITIONS/DELETIONS TO AGENDA

Employee Personnel Handbook is tabled until a later date.

5. APPROVE MEETING MINUTES

Commissioner Stastny made a motion; seconded by Commissioner Kilrea to approve the December 8, 2014 regular meeting minutes as submitted. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

6. RECOGNITION OF VISITORS

Resident Nancy Thomas of 805 N. Waiola, La Grange Park, Bob Corte of 329 Dover, La Grange Park, Matthew Sawtell of 1602 Homestead, La Grange Park, Rachel Chadash of 533 Newberry, La Grange Park.

John Vann and Mike Brown from LandTech Design delivered the final site plan for Memorial Park shelter before going to bid. LandTech Design would like to go to bid as early as January 15, 2015. The higher price of \$375,000 is including all the alternates that can be added to the building. LandTech is anticipating the price to be lowered by the bidders. Some of the alternates are electronic locks, wood deck, drinking fountain attached to the building, and extension of the building to name a few. Also in discussion was new equipment that is being installed, focusing on the spray pad area. LandTech design is hoping to present the bids at the February regular meeting.

## 7. STAFF REPORTS

### A. EXECUTIVE DIRECTOR

A written report provided prior to the meeting was introduced by Executive Director Aleks Briedis. A brief discussion was held regarding Board Members park district email. Overall consensus is to have one board email address which any incoming mail will be forwarded to Board Members personal email addresses. Commissioner Ritten requested more information on the police report regarding the graffiti at Beach Oak Park.

### B. BUILDINGS & GROUNDS

A written report provided prior to the meeting by Maintenance Supervisor Martin Healey was introduced by Executive Director Aleks Briedis. There were no questions or comments.

### C. SUPERINTENDENT OF RECREATION

A written report provided prior to the meeting was introduced by Superintendent of Recreation Dean Carrara. President Boyd asked if Cubs tickets will also be ordered. Dean Carrara stated he just put the order in today.

### D. RECREATION SUPERVISOR

A written report provided prior to the meeting was introduced by Recreation Supervisor Darla Goudeau. She informed the board the AIS ads are now being done in house by Marketing Supervisor Dave Romito. There is a correction to the net income of the play, "Annie", which is \$10,689. Income is put into the program revenues line item. Preschool enrollment has increased since last season. Dee Hamilton was the second director for "Annie."

### E. MARKETING SUPERVISOR

A written report provided prior to the meeting was introduced by Marketing Supervisor Dave Romito. Commissioner Ogden asked if the web site is being charged per hour. Dave Romito stated it was a flat rate for the entire site. President Boyd asked if there will be articles in the paper for the Beach Oak grant. Dave Romito stated there were articles this past week.

### F. OFFICE MANAGER

A written report provided prior to the meeting was introduced by Office Manager Peggy Ronovsky. Peggy Ronovsky stated the giving tree was very successful. Five to six boxes were donated to the food pantry.

### G. SAFETY COORDINATOR

A written report provided prior to the meeting by Safety Coordinator Megan Jadron was introduced by Executive Director Aleks Briedis. There were no questions or comments.

#### H. FINANCIAL COORDINATOR

Financial statements provide prior to the meeting for the month ending November 30, 2014 was introduced by Financial Consultant Phil Mesi. There was a brief discussion.

#### 8. APPROVE MONTHLY DISBURSEMENTS

Commissioner Ritten asked about the phone bill for the Maintenance Facility. Peggy Ronovsky stated that the phone company changed the plan for the district and she is working on receiving a refund and putting it back to our original plan. Commissioner Ritten asked if we rented the sound system for Annie. Darla Goudeau stated that we purchased it and own it. Commissioner Ritten asked about a petty cash check. Peggy Ronovsky explained that it is one check that is written and broken down into different accounts.

A motion was made by Commissioner Kilrea; seconded by Commissioner Stastny to approve the monthly disbursements in the amount of \$123,353.69. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

#### 9. UNFINISHED BUSINESS

##### A. REVISED MEMORIAL PARK FAMILY SHELTER PLAN- AUTHORIZE GOING TO BID

Aleks Briedis stated that we received the demolition permit from the County, but it is only good for 30 days. Commissioner Ritten stated that there should not be a lot of time between demolition and start of construction.

A motion was made by Commissioner Ogden, seconded by Commissioner Kilrea authorizing to go to bid for the Memorial Park family shelter plan. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

##### B. MEMORIAL PARK LANDSCAPING PLAN – AUTHORIZE GOING TO BID

Commissioner Ritten stated that he would like to see the final plan before construction begins. Aleks Briedis stated he will be going before the Village zoning board. He also stated that there would be contributions to the project from the Village.

A motion was made by Commissioner Stastny; seconded by Commissioner Ritten authorizing to go to bid on the Memorial Park landscaping. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

#### 10. NEW BUSINESS

##### A. EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT

President Boyd stated that the contract was the same as previous Executive Director Roy Cripe's with the exception of a vehicle allowance in place of providing a vehicle. A log of miles driven will be reported quarterly. Financial Consultant Phil Mesi asked how the allowance will be paid. President Boyd stated it will be paid monthly.

A motion was made by Commissioner Ritten, seconded by Commissioner Ogden to approve the Executive Director employment contract. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

**B. APPROVE 2015 BOARD MEETING SCHEDULE**

A motion was made by Commissioner Kilrea; seconded by Commissioner Stastny to approve the 2015 regular board meeting schedule. There was no further discussion and motion passed unanimously by voice vote.

**C. CONSIDER FOR APPROVAL: 2015-16 RECREATION PROGRAM BROCHURE PRINTING CONTRACT**

A motion was made by Commissioner Stastny; seconded by Commissioner Ritten to approve Woodward Printing as the vendor for the 2015 brochure. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

**D. CONSIDER FOR APPROVAL: UPGRADING SMARTERMAIL WITH ACTIVESYNC**

This was discussed during Executive Director report under Staff Reports.

**11. OPEN FORUM**

**A. COMMENTS FROM THE FLOOR**

There were no questions or comments

**B. COMMENTS FROM COMMISSIONERS**

Commissioner Ritten welcomed Executive Director Aleks Briedis to the park district.

**C. COMMENTS FROM PRESIDENT**

President Boyd thanked the Commissioners for all their hard work and questions regarding the board packet and their input.

**12. ADJOURNMENT**

A motion was made by Commissioner Kilrea; seconded by Commissioner Ogden to adjourn the regular meeting at 7:31 p.m. There was no further discussion and motion passed unanimously by voice vote.