

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
October 14, 2019

1. CALL TO ORDER & ROLL CALL

President Ogden called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:30 p.m. Other Commissioners present were Bob Corte, Lucy Stastny, Karen Boyd and Peggy Ronovsky.

Also present were Executive Director Jessica Cannaday, Recreation Supervisor Ashley Jusk, Office Manager Nancy Daum, Maintenance Supervisor Martin Healy and Financial Consultant Phil Mesi.

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

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

- a. Commissioner Ronovsky made a motion to approve the agenda. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

5. APPROVE BOARD MEETING MINUTES

- a. Commissioner Stastny made a motion to approve the September 9, 2019 minutes as written. Seconded by Commissioner Corte. Motion passed unanimously by voice vote.

6. COMMUNICATIONS/PROCLAMATIONS

- a. The Board of Commissioners had no items to discuss and there were no visitors

7. STAFF REPORTS

- a. Executive Director

A written report distributed to the Board prior to the meeting was introduced by Executive Director Cannaday. She is looking into a pre-tax retirement plan for employees. Questions were asked and answered.

Executive Director Cannaday stated that staff has done an incredible job looking at new programs. Amanda is looking for ways to get the information out to the public and has been updating the sign and sending out e-briefs.

The National Fitness Campaign has approached the Park District about applying for a \$30k grant to install a fitness court at Memorial Park. Forest Park was their most recent project. Questions were asked and answered. This is a nonbinding award and we can reapply in the future if we choose not to use the grant money. President Ogden stated that this could work if we got sponsors. Executive Director Cannaday will research further.

b. Building & Grounds

A written report distributed to the Board prior to the meeting was introduced by Maintenance Supervisor Martin Healy. Healy updated the Board on the Hanesworth South field. The drain is under water, and at minimum it will require 4 hours to unclog, at the cost of \$2000.

c. Superintendent of Recreation

A written report distributed to the Board prior to the meeting by Superintendent of Recreation Dean Carrara was introduced by Executive Director Cannaday. Summer program revenue was up significantly. 120 people auditioned for Frozen, at this point it is unknown how many have registered.

d. Recreation Supervisor

A written report distributed to the Board prior to the meeting was introduced by Recreation Supervisor Ashley Jusk. After sending out a survey, it was decided that the Park District will move forward with full day summer camp, with option for half day classes.

e. Office Manager

A written report distributed to the Board prior to the meeting was introduced by Office Manager Nancy Daum. The front desk has been working to update Reservation Manager. The goal is to get everything on a universal calendar so all staff can access it. Daum has been creating and updating all rental forms. There will be two trainings for staff in an effort to get it up and running by the end of year.

f. Safety Coordinator

A written report distributed to the Board prior to the meeting by Safety Coordinator Megan Jadron was introduced by Executive Director Cannaday. Meghan will come in and do a staff training during the staff meeting. Questions were asked and answered regarding playground repairs.

g. Financial Consultant

Financial statements for the month ending September 30, 2019 and distributed to the Board prior to the meeting were introduced by Financial Consultant Phil Mesi. Questions were asked and answered regarding the new form for cash on hand. This will start off monthly and move into a quarterly report next year.

8. APPROVE MONTHLY DISBURSEMENTS

A Purchase Journal included in the packet was introduced by Financial Consultant Phil Mesi. There were no questions. Commissioner Boyd made a motion to approve the monthly disbursements totaling \$118,656.84; seconded by Commissioner Corte. The motion passed 5-0 by roll call vote.

9. NEW BUSINESS

a. Consider Approval of Estimated Tax Levy Ordinance

Executive Director Cannaday presented a draft of the 2019 tax levy ordinance for the Community Park District in the amount of \$1,043,970. Of this amount, \$894,550 is comprised of the corporate, recreation and special purposes levies

(i.e. aggregate levy). The aggregate levy amount represents a 4.99% increase over the prior year's final levy amount, and therefore does not require a public hearing in accordance with the Truth in Taxation Act. President Ogden asked if they vote to approve the ordinance at this meeting. Executive Director Cannaday stated the ordinance would be approved next meeting, but the board needs to approve the estimated levy amount to move forward. President Ogden announced that the 2019 estimated aggregate levy for the Community Park District is \$894,550. Cannaday stated the district has until the last Tuesday of December to file the levy.

10. ADJOURN TO EXECUTIVE SESSION

Commissioner Stastny made a motion, seconded by Commissioner Corte, to adjourn the meeting at 7:20 p.m. There was no further discussion and the motion passed unanimously by voice vote.

Karen Boyd, Secretary