

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE PARK DISTRICT OF LA GRANGE, ILLINOIS
HELD AT THE ADMINISTRATIVE OFFICES
536 EAST AVENUE, LA GRANGE, ILLINOIS**

FEBRUARY 3, 2020

President Vear called the meeting to order at 7:00 P.M.

PRESENT: Commissioners Vear, Jacobs, Collins, O'Brien, Opyd

ABSENT: None

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Facilities Chris Finn, Superintendent of Finance Leynette Kuniej, Superintendent of Recreation Kevin Miller, Superintendent of BASE Leanna Hartung, Superintendent of La Grange Fitness Jenny Bechtold, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Jim Rock, Bob Sherman

President Vear welcomed everyone to the meeting.

Director Bissias stated that the January financial reports and P-Card detail were not in the board packets but were handed out tonight at the meeting.

Communications, Presentations & Declarations

Public Comments/Participation (Board Manual Section #152)

None

Consent Agenda

Per Commissioner Jacobs' request, Item 3.1 Approval of the Minutes of the Regular Board Meeting of January 13, 2020 was removed for discussion. Commissioner Collins motioned to approve Item 3.2 Approval of the Financial Reports dated December 31, 2019; Item 3.3 Approval of the Financial Reports dated January 31, 2020; Item 3.4 Approval of the Consolidated Vouchers for February dated February 3, 2020. Commissioner Opyd seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Vear, Jacobs, Collins, O'Brien, Opyd

NAYES: None

ABSENT: None

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After Board discussion Commissioner Jacobs motioned to approve, as amended, Item 3.1 the Minutes of the Regular Meeting of January 13, 2020. Commissioner Collins seconded the motion which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Vear, Jacobs, Collins, O'Brien, Opyd
NAYES: None
ABSENT: None

Staff Reports

Director's Report

- The PARC Grant application has been submitted and we will not be advised of its status until after May 1, 2020.

Staff Comments

Superintendent of Facilities Chris Finn

- He is working on the budget.
- He met with the User Groups regarding their spring field use requests. He is juggling fields to accommodate them.

Superintendent of Finance Leynette Kuniej

- She is working on the budget.
- She is proceeding with the Tyler software project. It is still in the set-up stage. We are not scheduled to go live until August.

Commissioner Collins asked Leynette to explain what happened with the accounts payable checking account that is paid through the Illinois Park District Liquid Asset Fund by the U.S. Bank in Minnesota, as mentioned in her board report.

- Over the holidays several checks bounced due to a miscommunication with this bank. Luckily this was caught quickly and rectified with the vendors.
- Staff is requesting proposals from a few local banks that we do business with to investigate transferring our general checking account. We do not want to pay extra fees with any potential transfer.

Superintendent of Recreation Kevin Miller

- He is working on the budget which is due in two weeks.
- Staff is working on the summer brochure.
- Ronnie Fields will run some basketball camps in the spring and summer here at the recreation center. He is working on this with Recreation Supervisor Kyle Madeja.

Superintendent of BASE Leanna Hartung

- She is working on the budget.
- She is waiting for the exact dates of summer school from District 102 before she can finalize her summer camp information. She is hoping registration will begin in March.

Commissioner Collins asked about the donation given to BASE. Leanna stated that six large garbage bags full of games and crafts were received for BASE and camps. Some of them were brand new. Commissioner Jacobs stated that it would be good to post a thank you on our website. Leanna stated that the children write thank you letters to donors.

Superintendent of La Grange Fitness Jenny Bechtold

- The fitness center is very busy with 2762 members.
- She is working on the budget.

President Vear asked staff what classes they enjoyed at conference.

- Superintendent of La Grange Fitness Jenny Bechtold attended a session called *Managers Guide to Maximum Performance*. The consultant, Mark Davis, was someone she may want to use as a consultant for the fitness center in the future.
- Superintendent of Recreation Kevin Miller and Superintendent of Facilities Chris Finn stated the conflict resolution class they attended will give them the tools to work with parents who do not agree with our policies and procedures.
- Superintendent of Facilities Chris Finn investigated the computer-based lighting system that could be used at Gordon Park. He also found that our capital projects scoring system is similar to what other park districts do.
- Director Bissias saw activities showcased at the conference that will be included in this year's Summerfest. There will be ax throwing, which will require a signed waiver, and a parent must accompany 12-18 year olds. There will also be a mobile escape room at the fest.

Attorney Report

Attorney Jim Rock stated he is retiring and this will be his last meeting at the Park District. He thanked the Board for this wonderful opportunity and stated it was great to see all the progress the District has made. He stated that staff is doing great things. The Board operates with a civil interaction that he does not often see in other boards and they accomplish things. His advice for the Board is to keep getting things done. He will miss everyone.

Treasurer Report

None

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Action Items

None

Board Business

Old Business

None

New Business

Review of 2020-2021 Budget Timeline to Set Meeting Date

After Board discussion, it was decided that the budget and MBO meeting would be held on Monday, March 16, 2020 with dinner at 5:30 P.M. followed by the meeting at 6:00 P.M.

Committee Reports

Administration Committee

None

Parks and Open Lands

Commissioner Jacobs stated there will be an event at the La Grange Village Hall on April 18, 2020 from 1:00 P.M. to 4:00 P.M. where there will be multiple partners collaborating to support the sustainability of community health and enjoyment. The Village of La Grange, the Park District of La Grange, the fire and police departments, waste haulers, schools, Metropolitan Water Reclamation District and others will participate. She suggested that the Park District provide information on its recycling and composting.

Finance & Capital Project Committee

None

User Group Committee

Commissioner O'Brien joined Superintendent of Facilities Chris Finn for a User Group meeting. He thought it was interesting to learn about all the soccer groups' needs and how they all work well with each other.

Marketing/ Social Media Committee

Commissioner Opyd handed out a packet of marketing information to the Board and staff regarding the Park District website. He used software utilized by marketing agencies to obtain the information. He learned that the highest traffic on our website is for facility rentals, with La Grange Fitness not far behind. He looked at and compared us to like competitors, Western Springs and Palatine. He suggested that search words are important to improve navigation and that the Park District should consider creating a page to feature our open space and what amenities our parks have to offer.

Public Comments (Board Manual Section #152)

None

Board Comments

Commissioner Opyd stated it was nice that the Park District received a letter from the Secret Santa program thanking us for our support. He thanked staff for submitting the PARC Grant application and he hopes there will be good news in the future. He wished Attorney Rock the best of luck in all his future fishing trips. It was a pleasure working with him and learning from him how to coach and guide the District. He also thanked Attorney Rock for inviting the Board to the recent conference and dinner. Commissioner Opyd is very interested in bringing back the outdoor ice rink. He volunteered to start an exploratory committee to investigate refrigeration options. He thanked staff for a great month. He is excited for the upcoming budget process.

Commissioner Collins stated that as a fellow attorney, he appreciated the focus Attorney Rock gave the Board. We could not stump him, and he acted with authority. It was great to know him. Commissioner Collins thanked Director Bissias for inviting the Board to conference. It was great to see the vast number of park districts represented and what's to come. He thanked staff for their concise reports.

Commissioner Jacobs apologized for missing the conference. She stated that Attorney Rock has been a stable presence here and will be missed. Commissioner Jacobs stated that she is at the recreation center often on the weekends and it has a great atmosphere with kids playing basketball, classes going on and lots of activity. The building is clean and she is proud to be here.

Commissioner O'Brien wished Attorney Rock the best of luck on his retirement. He thanked Attorney Rock for the invitation to dinner at conference. It was interesting to see how much information the conference provided to benefit park districts.

President Vear thanked Director Bissias for inviting him to the state conference and dinner with the attorneys. He was happy staff gained knowledge from the sessions they attended. He was impressed by all the work the volunteers did to make the conference happen. He could only imagine what the national conference would be like with even more to offer.

Director Bissias stated that he would miss attorney Jim Rock, who was the sixth Park District attorney he has worked with.

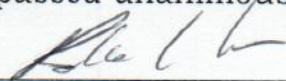
Executive Session


None

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Adjournment

Commissioner Opyd moved for adjournment at 7:50 P.M. The motion was seconded by Commissioner Collins and passed unanimously by Voice Vote.



Robert Vear, President

Constantine Bissias, Secretary

Approved 03/09/2020