

AGENDA
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT of La GRANGE PARK
1501 BARNSDALE ROAD, La GRANGE PARK, ILLINOIS
January 13, 2014 – 6:30 P.M.

1. Call To Order & Roll Call
2. Pledge Of Allegiance
3. Additions / Deletions to Agenda
4. Approve Board Meeting Minutes: December 9, 2013 Regular Meeting
5. Recognition of Visitors & Open Forum
Recognize Five Years of Service Employees: Rachel Demes, Sandy Carpenter and
Jitka Sulcova
Ray Wielgos & Neal Latham, Veterans Memorial Committee
6. Staff Reports
 - A. Executive Director
 - B. Building & Grounds
 - C. Superintendent of Recreation
 - D. Recreation Supervisor
 - E. Office Coordinator
 - F. Safety Coordinator
 - G. Financial Statements
7. Approve Monthly Disbursements
8. Unfinished Business
 - A. Discuss 2014-15 Operating Budget Strategies
9. New Business
 - A. Consider for Approval: 2014-15 Recreation Program Brochure Printing Contract
 - B. Approve 2014 Board Meeting Schedule
10. President's Report
11. Adjourn Regular Meeting

January 8, 2013

TO: Park District Board of Commissioners

FROM: Roy Cripe, Executive Director

RE: Monthly Status Report

1. Three of our Ready Teddy staff have achieved five years of service with the Community Park District. They are Rachael Demes, Sandy Carpenter and Jitka Sulcova. In accordance with our personnel policy, a \$100 bonus will be added to the next paychecks for these employees. Our Ready Teddy program has successfully weathered the storm of good competition in our service area due mostly to the quality of our preschool staff. Rachael, Sandy and Jitka are great examples.
2. Ray Wielgos will deliver a brief status report of Veterans Memorial Committee activity. The Committee expects to deliver a final proposal for the Memorial during our February 10 regular meeting.
3. An up-to-date financial statement for the Veterans Memorial Fund is attached. Proof sheets for engraved brick orders were sent out in December. Several have been returned. Proposals from two engraved brick vendors are expected soon. We should have something around 250 bricks in our order. The 1/6 Veterans Memorial Committee meeting was postponed due to key members being stranded out-of-town.
4. All required documents have been submitted for our \$130,413 reimbursement for the Beach-Oak Addition project. I'm told that it takes 3-4 weeks for the check to arrive.
5. UNFINISHED BUSINESS NOTES:
Last month, Staff introduced some capital projects being considered for the 2014-15 budget. This month, our department heads and I will present a verbal report on operating objectives and strategies that have an impact on our new budget. The purpose of this exercise is to prepare the Board for an actual budget proposal coming in April.
6. NEW BUSINESS NOTES:
 - a. The results of a request for proposal for the next three recreation program brochure publications will be presented. A motion to approve the recommended vendor will be requested.
 - b. Illinois Statues require the Board to announce its meeting schedule for the year. A motion to approve the schedule is requested.
7. The first event of the "Get Active, La Grange Park" program will be held January 18th. It starts with yoga here in the Recreation Center and concludes at Mattone's for refreshment.

January 6, 2014

TO: Board of Commissioners

FROM: Martin Healy,
Maintenance Supervisor

RE: Monthly Board Report

- Trees at the top of Memorial Park were decorated with lights for the Annual Tree Lighting ceremony. Trees remained lighted during the holiday season. Vandals cut the lights on the tallest tree and removed light timer. Lights were repaired and reconnect.
- Assisted with set up and take down of annual Christmas walk. Assisted with set up of the petting zoo. Kept fire pit going for folks to stop at as a warming area.
- Ice skating rink was built and filled. Due to weather fluctuations, ice melted and the rink had to be closed and refilled to make it level for skating.
- Keeping up with removing snow and ice in all parking lots and sidewalks. Spreading salt as needed. Repair had to be done on gear drive on broom (used for clearing snow off of sidewalks after plowing).

January 6, 2014

TO: Park District Board of Commissioners
FROM: Dean Carrara, Superintendent of Recreation
RE: **Monthly Report for January 13, 2014**

SENIOR CLUB

On Monday December 16th the group got together to watch the movie, A Christmas Story. For lunch we served pizza from Paul's.

MEN'S WIFFLE BALL LEAGUE

The organizational meeting for our Men's Wiffle Ball League is scheduled for Tuesday January 7th. The season will begin on Wednesday January 15th at Park Junior High School.

BROCHURE

The 2014 brochure series has been put out to bid and is due Tuesday January 7th. I will have the results along with a recommendation at the board meeting on Monday. Work on the summer brochure is underway.

SANTA VISITS/CALLS

Santa visits took place on Tuesday December 17th and the ten families registered for the event had a great time visiting with Santa. On Wednesday December 18th over twenty five Phone Calls from Santa were made to children in LaGrange Park. Dave Romito played Santa for both of these events and really did a nice job of it.

UPCOMING EVENTS

- Saturday January 18th – Get Active LaGrange Park kickoff event
- Monday January 20th – Senior Club
- Friday February 7th – Daddy Daughter Date Night
- Saturday February 8th – 2nd session of sport programs at Park Junior High School

January 10, 2014

To: Roy Cripe

From: Peggy Ronovsky
Office Manager

Ref: Board Report January 2014

- Monthly financial work was completed. Payroll and payables were processed and mailed for December 2013. Payables were prepared for January's meeting.
- Daily registrations, daily computer entries and bank deposits were processed. Veteran Memorial Fund deposits also being processed and recorded. Office Helper Amanda Kennedy has been assigned to assist Roy Cripe for help in organizing and inputting all VMF paperwork.
- Resident registration and non-resident registration took place in December. All registrations have been inputted into our recreation software and rosters are being generated for programs that are starting up the weeks of January 6, January 13, January 20 and January 27.
- Monthly tuition payments were processed for December.
- The Warming Tree and Food Pantry items have all been delivered. This year, again, it was a huge success. Thank you to all who participated and thank you to Karen Boyd and her boys for picking up our donations and delivering them to St. Francis.
- Congratulations to the employees who received service awards. Their next paycheck, scheduled for Friday, January 17 will include their service awarded money.

**COMMUNITY PARK DISTRICT OF LA GRANGE PARK
2013 REGULAR BOARD MEETING SCHEDULE**

Regular meetings of the Community Park District Board of Commissioners are held on the 2nd Monday of each month in room 101 of the Recreation Center located at 1501 Barnsdale Road. All meetings commence at 6:30 PM.

Any amendments to the schedule below or any special meeting called by the Board will be made at least 48 hours in advance in accordance with the Open Meetings Act.

Monday	JANUARY 13, 2014	6:30 PM
Monday	FEBRUARY 10, 2014	6:30 PM
Monday	MARCH 10, 2014	6:30 PM
Monday	APRIL 14, 2014	6:30 PM
Monday	MAY 12, 2014	6:30 PM
Monday	JUNE 9, 2014	6:30 PM
Monday	JULY 14, 2014	6:30 PM
Monday	AUGUST 11, 2014	6:30 PM
Monday	SEPTEMBER 8, 2014	6:30 PM
Monday	OCTOBER 13, 2014	6:30 PM
Monday	NOVEMBER 10, 2014	6:30 PM
Monday	DECEMBER 8, 2014	6:30 PM

Special accommodation, comments, or questions will be addressed by phoning 708-354-4580 or emailing rcripe@communityparkdistrict.org. Requesting special accommodation at least 8 hours prior to the meeting time is appreciated.