

MINUTES
REGULAR PARK DISTRICT BOARD MEETING
COMMUNITY PARK DISTRICT OF LA GRANGE PARK
January 11, 2021 - 6:30 PM

1. CALL TO ORDER THE REGULAR MEETING & ROLL CALL

President Ogden called the meeting to order at 6:30 p.m. Commissioners present were Bob Corte, and Lucy Stastny.

Also present were Executive Director Jessica Cannaday, Financial Consultant Phil Mesi, and Office Manager Theresa Jackson.

Commissioner Stastny made a motion to allow Commissioners Boyd and Ronovsky to attend the meeting via video conference (Zoom). Commissioner Corte seconded the motion. Approval by the Commissioners present was made to allow Commissioners and Boyd and Ronovsky to attend the meeting by video conference, as they were unable to physically attend and provided adequate notice as provided in section 3.6 of the Board Policy Manual. (Commissioner Boyd joined the meeting at 6:34 p.m., just before agenda item number 6 was introduced.)

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. OPEN FORUM

5. APPROVAL OF THE JANUARY 11, 2021 AGENDA

Commissioner Stastny made a motion to approve the January 11, 2021 agenda. Commissioner Corte seconded the motion. The January 11, 2021 agenda was approved unanimously by roll call vote.

6. APPROVAL OF THE BOARD MEETING MINUTES

a. December 14 Regular Meeting Minutes

Commissioner Stastny made a motion to approve the December 14, 2020 Regular Meeting minutes. Seconded by Commissioner Corte, motion passed unanimously by roll call vote. Commissioner Ronovsky abstained from the vote as she was not present at the December 14, 2020 meeting.

7. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

There were none.

8. STAFF RECOGNITION

Office Manager Theresa Jackson was introduced and welcomed to the Park District.

9. STAFF REPORTS

a. Executive Report

A written report, included in the Board packet, was introduced by Executive Director Cannaday. She highlighted updates on the Memorial Park Multi-Use Court Project, the Urban and Community Forest Grant, and Cares Act funding. Discussion took place and questions were asked and answered.

i. Human Resources, Executive Assistant

A written report by Office Manager, Theresa Jackson, was presented by Executive Director Cannaday. Highlighted were various organizational systems developed, and PDRMA training completed.

b. Recreation Report

i. Recreation, Facilities, and Safety Manager

A written report by Recreation, Facilities and Safety Manager Matt Crilly was included in the Report and introduced by Executive Director Cannaday. She highlighted thermostat replacement, involvement with snow removal, fitness programs, and ongoing weekly park inspections.

ii. Community Engagement & Marketing Coordinator

Amanda Kennedy's written report, as included in the Board packet, was presented by Executive Director Cannaday. Highlighted included various promotional efforts, shared marketing ideas during COVID at a virtual IPRA Communications and Marketing meeting, January class participation/expectations, and enrollment for the upcoming theater class, and payroll cross training. Discussion took place and questions were asked and answered.

c. Parks Report

A written report by Building and Grounds Supervisor Ray Drexler and included in the Report was presented by Executive Director Cannaday. Highlighted were graffiti removal from the Memorial Park pavilion and work completed on the park district's Ford Ranger. A question was asked and answered.

d. Financial Consultant

Financial Consultant Phil Mesi presented financial statements for month ending December 31, 2020 included in the Board reports. He highlighted taxes received, and bond issuance and payment. Questions were asked and answered.

10. APPROVAL OF MONTHLY DISBURSEMENTS

A Purchase Journal included in the packet prior to the meeting was introduced by Financial Consultant Phil Mesi. Discussion took place and questions were asked and answered. Commissioner Stastny made a motion to approve the monthly disbursements totaling \$92,293.76. This was seconded by Commissioner Corte and motion was passed unanimously by roll call vote.

11. UNFINISHED BUSINESS

a. Strategic Plan Committees

Executive Director Cannaday stated that this item would remain on future agendas throughout their planning and completion, and until future notice. She asked each Board member to review the proposed planning committee topics and email her with their interest in topic(s) to lead.

12. NEW BUSINESS

a. Memorial Park Multi-Use Court Improvement Project

Discussion of bids received and JSD Professional Service's recommendation. Questions were asked and answered. A motion was made by Commissioner Stastny, and seconded by Commissioner Boyd, to accept the bid for the Memorial Park Multi-Use Court project and award the contract to E. Hoffman, Inc., in the amount of \$310,425.00. Motions were passed unanimously by roll call vote.

b. Resolution Designating Freedom of Information Officer

A motion was made by Commissioner Corte and seconded by Commissioner Ronovsky to approve Resolution R001-21, a Resolution Designating Freedom of Information Officers, Theresa Jackson and Jessica Cannaday. The next step will be completion of the related annual training curriculum within 30 days of assuming the position.

13. ADJOURN TO EXECUTIVE SESSION

In Accordance with the Open Meetings Act under Section 2(c)(5), President Ogden asked for a motion to adjourn the Regular Board Meeting to Executive

Session. Commissioner Stastny made a motion and it was seconded by Commissioner Boyd. Motion was unanimously passed by roll call vote.

14. RECONVENE OPEN MEETING & ROLL CALL

The meeting reconvened to Executive Session at 7:05 p.m. Present were President Ogden and Commissioners Corte, Stastny, Boyd (via video call), Ronovsky (via video call), and Executive Director Cannaday.

15. ACTION, IF ANY, FROM EXECUTIVE SESSION

Commissioner Stastny made a motion, seconded by Commissioner Ronovsky, to approve the November 9, 2020 Executive Session Minutes. The motion passed unanimously by roll call vote.

Commissioner Stastny made a motion, seconded by Commissioner Corte, to approve the December 14, 2020 Executive Session Minutes. The motion passed by roll call vote of Commissioners present, with Commissioner Ronovsky abstaining as she wasn't present for the December meeting.

16. NEXT REGULAR MEETING

Monday, February 8, 2021 at 6:30 p.m. in the multi-purpose room.

17. ADJOURNMENT

Commissioner Stastny made a motion to adjourn the meeting at 7:11 p.m. Seconded by Commissioner Corte, motion passed unanimously by roll call vote.

Secretary

Approved February 8, 2021