

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
January 14, 2013

1. CALL TO ORDER & ROLL CALL

President Ritten called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:30 pm.

Other Commissioners present were Ted Popernik, Lucy Stastny, Jeff Kilrea, and Karen Boyd. Also present were Executive Director Roy Cripe, Superintendent of Recreation Dean Carrara, Recreation Supervisor Darla Goudeau, Financial Consultant Phil Mesi, Office Manager Peggy Ronovsky, and Buildings and Grounds Supervisor Martin Healy.

2. PLEDGE OF ALLEGIANCE

3. AGENDA ADDITIONS/DELETIONS

There were no additions or deletions to the agenda.

4. RECOGNITION OF VISITORS & OPEN FORUM

La Grange Park residents William Yena and David Raddatz were present. Mr. Yena presented a summary of park dedication dates and proposed the idea of a display of photos of the parks to be hung in the Board Room.

5. APPROVAL OF MINUTES – DECEMBER 10, 2012

The minutes submitted prior to the meeting were introduced. A brief discussion ensued. Commissioner Stastny made a motion to approve the regular meeting minutes of December 10, 2012 as amended; Commissioner Boyd seconded. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

6. STAFF REPORTS

A. Executive Director

A written report submitted prior to the meeting was introduced by Roy Cripe. He expanded on the SEASPAR 2012 annual report. Questions regarding the status of the electronic sign on La Grange Road, ADA curb ramp work to be completed this spring, and recent vandalism to the Salt Creek Bridge were asked and answered.

B. Buildings and Grounds

A written report submitted prior to the meeting was introduced by Buildings and Grounds Supervisor Martin Healy. Questions regarding recent graffiti in the parks and an evergreen tree near the new La Grange Road sign were asked and answered. The Board thanked Mr. Healy for his efforts in working with the Police and removing graffiti.

C. Superintendent of Recreation

A written report submitted prior to the meeting was introduced by Dean Carrara. Questions regarding the Recreation Center Painting Project were asked and answered. An expense for painting the baseboards will be added to the painting contract. Mr. Carrara reported that registration numbers for the Winter/Spring session have picked up nicely and no sports programs have been cancelled due to low enrollment.

D. Recreation Supervisor Goudeau

A written report submitted prior to the meeting was introduced by Darla Goudeau. Questions about safety and lockdown procedures for Ready Teddy Preschool were asked and answered. A meeting with Safety Coordinator Megan Jadron is planned for the end of the month.

E. Office Manager

A written report submitted prior to the meeting was introduced by Peggy Ronovsky. Questions about the computer backup system were asked and answered.

F. Safety Coordinator

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

G. Financial Report

Reports submitted prior to the meeting for the month ending December 30, 2012 were presented by Financial Consultant Phil Mesi. A question regarding the Recreation Center security system, recreation department mileage reimbursements, and repair parts line items were asked and answered.

7. APPROVE MONTHLY DISBURSEMENTS

Disbursement reports submitted prior to the meeting were introduced by President Ritten. Commissioner Kilrea made a motion to approve the monthly disbursements in the amount of \$127,798.01; seconded by Commissioner Stastny. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

8. OLD BUSINESS

A. Staff Anniversary Award – Darla Goudeau

A recognition award was presented to Recreation Supervisor Darla Goudeau for her twenty years of service to the Community Park District. Mrs. Goudeau passed around the first recreation brochure that was produced when she was hired.

B. Landtech Design Proposal to Complete OSLAD Application for Memorial Park Improvements

A summary report of all expense for all prior contracted work with Landtech was introduced. The proposed contract introduced here includes a meeting with the Board to review the proposed improvements to Memorial Park, at least one additional public hearing, and preparing for the OSLAD grant presentation to the Illinois Department of Natural Resources. President Ritten directed that a final presentation to the Board be made well in advance of the July 1st deadline. Commissioner Boyd made a motion to approve an amount not to exceed \$2,883.75 to Landtech Design as proposed; seconded by Commissioner Stastny. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

It was noted that the requested funding for Beach/Oak is still pending.

9. NEW BUSINESS

A. Consider for Approval the 2013 Park Board Meeting Schedule

A schedule submitted prior to the meeting was introduced by President Ritten. A motion was made by Commissioner Kilrea to approve the 2013 Park Board Meeting Schedule; seconded by Commissioner Stastny. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

B. Authorize a Request for Proposal for Audited Annual Financial Statements for 2013, 2014, and 2015

A request for proposal that was submitted prior to the meeting was introduced by President Ritten. Following a brief discussion, a motion was made by Commissioner Popernik; seconded by Commissioner Kilrea authorizing Executive Director Cripe to issue requests for an audit of annual Community Park District financial statements for the years 2013, 2014, and 2015. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

C. Approval of Purchase of Up to Seven Replacement Office Computers

A written summary of the request submitted prior to the meeting was introduced by Office Manager Ronovsky. Questions were asked and answered. Commissioner Boyd made a motion to approve an amount not to exceed \$11,327.55 for the purchase of up to seven replacement office computers; seconded by Commissioner

Stastny. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

D. Approval of 2013-2014 Recreation Brochure Printing Contract

A summary report of proposals submitted prior to the meeting was introduced by Superintendent of Recreation Dean Carrara. Questions were asked and answered. A motion was made by Commissioner Stastny; seconded by Commissioner Kilrea made to award the 2013-2014 Recreation Brochure Printing Contract to Woodward Printing as recommended. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

10. PRESIDENT'S REPORT

President Ritten had no report but said he is looking forward to a successful year.

11. ADJOURN TO EXECUTIVE SESSION

A motion was made at 7:48 p.m. by Commissioner Boyd to adjourn to Executive Session for the purpose of discussing the release of prior executive session minutes; seconded by Commissioner Stastny. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.

RECONVENE REGULAR MEETING

A motion was made at 8:02 p.m. by Commissioner Stastny; seconded by Commissioner Boyd to release those executive session minutes as discussed in executive session. There was no further discussion and the motion passed by unanimous voice vote.

12. ADJOURNMENT

At the hour of 8:04 Commissioner Boyd made a motion; seconded by Commissioner Kilrea to adjourn the regular meeting. There was no further discussion and the motion passed by unanimous voice vote.