

**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**

**JANUARY 8, 2018**

**President Penicook called the meeting to order at 7:06 P.M.**

PRESENT: Commissioners Penicook, Vear, Ashby, Jacobs

ABSENT: Commissioner Lacey

STAFF PRESENT: Executive Director Dean Bissias, Superintendent of Finance Leynette Kuniej, Superintendent of Recreation Kevin Miller, Fitness Center Supervisor Jenny Clark, Recording Secretary Ginger Zeman

OTHERS PRESENT: Attorney Jim Rock

Commissioner Penicook welcomed everyone to the meeting and asked for changes to the agenda.

**Communications, Presentations & Declarations**

*Public Comments/Participation (Board Manual Section #152)*

None

**Consent Agenda**

Commissioner Vear motioned to approve Item 3.1 Approval of the Minutes of the Regular Board Meeting of December 18, 2018; Item 3.2 Approval of the Minutes of the Executive Session Meeting of December 18, 2018; Item 3.3 Approval of the Financial Report dated December 31, 2018; Item 3.4 Approval of the Consolidated Vouchers for January dated January 8, 2018.

Commissioner Jacobs seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Ashby, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

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### **Staff Reports**

#### *Director's Report*

##### *Update on La Grange Fitness Center*

Director Bissias stated that business at the fitness center is booming. Fitness Center Supervisor Jenny Clark will update the Board in her staff comments.

##### *Update of Other Park District Matters*

Director Bissias stated that he and Superintendent of Finance Leynette Kuniej were interviewed by Moody's ratings. Superintendent of Finance Kuniej will advise the Board of the results in her staff comments.

Director Bissias stated it has only been three weeks since the last board meeting. Staff is making progress on the budget.

#### *Staff Comments*

Fitness Center Supervisor Jenny Clark reported:

- There are 1,471 fitness center members as of today, January 8, 2018.
- There have been 89 new memberships since January 1, 2018. She ran a special of 13 months for the price of 12 and a t-shirt for those who joined.
- She stated she is trying to make adjustments to class times and locations based on use patterns that are developing for the group fitness classes.
- 365 patrons attended group fitness classes the first week of January.
- She is close to an agreement with Silver Sneakers.
- The first Queenex training is running this month to promote interest in using this equipment.

Commissioner Ashby congratulated Ms. Clark for doing a fine job so far. He encouraged her to keep close track of data to support what is driving sign-ups, as well as costs as we go forward so we know what it takes to register a new member.

Commissioner Jacobs was confused with the trainers' time availability and felt the front desk should be better informed on their availability.

Jenny stated she would put trainer availability online. As for the front desk, she stated that training is an ongoing process.

Superintendent of Recreation Kevin Miller reported that winter classes are up and running. Staff has begun working on the summer brochure, summer camp promotion and the budget.

Superintendent of Finance Leynette Kuniej reported that our bond rating with Moody's was upgraded from AA2 to AA1 due to the strength and growth of our community and the quality of our balance sheet.

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Director Bissias stated there is a problem once again with people allowing their dogs to use and relieve themselves on the tennis courts at Gilbert Park. Maintenance staff removed one gate on the courts to see if it discourages dog owners from using the courts. It will be reinstalled when the tennis season opens.

Director Bissias stated Park & Maintenance Foreman Claudia Galla and resident Dan Laczynski are looking for someone to take over the Pond Posse volunteer leadership for the maintenance of the ice rinks for next year. The Park District does not have sufficient staff to maintain the rinks on our own, and Dan is retiring from the job next year. It has cost the Park District close to \$5,000 so far this year for installation/maintenance of the two rinks. The Board suggested contacting organizations such as Indian Guides/Princesses and Boy Scouts to help with the volunteer activities.

**Attorney Report**

None

**Treasurer Report**

None

**Action Items**

*Discussion and/or Possible Vote on Board Policy Section 708 Sexual Harassment*  
President Penicook stated that the Administration Committee has reviewed this policy, and the final draft is being presented to the Board for their approval. Commissioner Jacobs motioned to accept Board Policy Section 708 Sexual Harassment. Commissioner Vear seconded the motion, which passed unanimously by Voice Vote.

*Discussion and/or Possible Vote on Ordinance 18-01 an Ordinance Adopting an Updated Sexual Harassment Policy for the Park District of La Grange in Order to Comply with Public Act 100-0554*

President Penicook stated that passage of Ordinance 18-01 is a State requirement in order to adopt this harassment policy. Commissioner Vear motioned to approve Ordinance 18-01 adopting an updated sexual harassment policy for the Park District of La Grange in order to comply with Public Act 100-0554. Commissioner Ashby seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Vear, Ashby, Jacobs  
NAYES: None  
ABSENT: Commissioner Lacey

**Board Business**

**Old Business**

None

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**New Business**

None

**Committee Reports**

*Administration Committee*

No additional report.

*Public Relations Committee*

None

*Finance & Capital Project Committee*

None

*User Group Committee*

None

**Public Comments (Board Manual Section #152)**

None

**Board Comments**

Commissioner Jacobs commented that she has personally observed the Park District to be very busy. She is hoping to have another marketing meeting at the end of the month.

Commissioner Vear stated it was nice to see the new kiddie park at Meadowbrook Manor up and running.

President Penicook suggested that we consider hiring a consultant to survey residents and update our Master Plan when we are planning our MBO's for the next fiscal year. She asked all the commissioners to read the current Master Plan so that we are all reminded of what we planned 5 years ago, and how much was accomplished from the plan. It is available on our website. She stated that by being informed of what we have accomplished, we would have better insight as to what needs to be done in the future. She felt conducting resident focus groups would bring in new ideas and potentially introduce us to residents who care and want to be involved with the Park District.

**Executive Session**

At 7:36 P.M. Commissioner Ashby motioned the Board convene to Executive Session pursuant to Item 12.3 Setting the Price of Real Property, 5 ILCS 120/2 (c)(6). Commissioner Jacobs seconded the motion, which passed unanimously by Roll Call Vote as follows:

AYES: Commissioners Penicook, Ashby, Vear, Jacobs

NAYES: None

ABSENT: Commissioner Lacey

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**Adjournment**

Commissioner Jacobs moved for adjournment 7:45 P.M. The motion was seconded by Commissioner Ashby and passed unanimously by Voice Vote.

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Mary Ellen Penicook, President

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Constantine Bissias, Secretary  
*Approved 02/12/2018*