

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
July 8, 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 6:32 pm. Other Commissioners present were, Karen Boyd, Tim Ogden and Lucy Stastny. Commissioner Jeff Kilrea was absent. Also present were Executive Director Roy Cripe, Superintendent of Recreation Dean Carrara, Office Manager Peggy Renovsky, and Finance Consultant Phil Mesi.
2. PLEDGE OF ALLEGIANCE
3. AGENDA ADDITIONS/DELETIONS
President Ritten asked that approval of a Schomig Land Surveyors Proposal be added to New Business. There was no objection.
4. APPROVE MEETING MINUTES
 - A. June 6, 2013 Public Hearing
Commissioner Stastny made a motion; seconded by Commissioner Ogden to approve the minutes as presented. MOTION CARRIED: There was no further discussion and the motion passed unanimously by voice vote. Commissioner Kilrea was absent.
 - B. June 10, 2013 Regular Meeting
A typographical correction was made. Commissioner Boyd made a motion, seconded by Commissioner Stastny to approve the June 10, 2013 regular meeting minutes as amended. MOTION CARRIED: There was no further discussion and the motion passed unanimously by voice vote. Commissioner Kilrea was absent.
5. RECOGNITION OF VISITORS & OPEN FORUM - None
6. STAFF REPORTS
 - A. Executive Director
A written report provided prior to the meeting was introduced by Executive Director Roy Cripe. He reported that attorney Rick Tarulis will be at our August 12th meeting to meet newly elected Commissioner Ogden and to make a brief report on current legal matters. A police report for the previous month was distributed. A draft brick order form for the Veterans Memorial Fund was distributed. There was a brief discussion pertaining to the brick order form. The job description for Park Patrol position was distributed. Executive Director Cripe said he will be working on a park regulation sign that combines certain park user rules. President Ritten said that there

is damage to Memorial Park near the Village Water Main construction project at Woodlawn Avenue and La Grange Road. Executive Director Cripe will follow-up.

B. Buildings and Grounds

A written report provided prior to the meeting by Parks Supervisor Martin Healy was introduced by Executive Director Cripe. He said that the Park Maintenance Department is receiving volunteer help from six LADSE LT High School students. A thank you picnic will be held for the students at the end of their work schedule. Executive Director Cripe reported that a picnic table was stolen from Hanesworth Park. No police report was filed because there is no way of determining when the table was actually taken.

C. Superintendent of Recreation

A written report provided prior to the meeting was introduced by Superintendent Dean Carrara. He reported that a big crowd attended Movie Night at Memorial Park. He said we are on schedule for the 2013 fall season recreation brochure.

D. Recreation Supervisor

There was no report this month from Supervisor Darla Goudeau due to illness.

E. Office Manager

A written report provided prior to the meeting was introduced by Office Manager Peggy Ronovsky. She reported that new computers approved by the Board last month will be installed in the Recreation Center offices later in the week. She said that a draft of the audited annual financial statement will be delivered this month. A representative from the auditing firm of Lauterbach & Amen will present the draft for Board review during our August 12, 2013 regular meeting.

F. Risk Manager

A written report provided prior to the meeting by Risk Manager Megan Jadron was introduced by Executive Director Roy Cripe. There was no discussion.

G. Finance Consultant

Financial Statements provided prior to the meeting for the month ending June 30, 2013 were introduced by Finance Consultant Phil Mesi. He reported that we have not received 2012 tax distributions since May 1st, the beginning of our fiscal year.

7. APPROVE MONTHLY DISBURSEMENTS

A request for disbursements distributed prior to the meeting was introduced by President Ritten. A motion was made by Commissioner Stastny; seconded by Commissioner Ogden to approve the disbursements totaling \$104,890.76. MOTION CARRIED: There was no discussion and the motion passed 4-0 by roll call vote. Commissioner Kilrea was absent.

8. OLD BUSINESS

A. Establish the Veterans Memorial fund

Executive Director Cripe said the fund will have designed account numbers in the Capital Projects Fund for Veterans Memorial Project revenues and expenses. There was a brief discussion. Commissioner Boyd made a motion; seconded by Commissioner Stastny to create a Veterans Memorial Fund and to organize it as recommended. **MOTION CARRIED:** There was no further discussion and the motion passed by unanimous voice vote. Commissioner Kilrea was absent.

9. NEW BUSINESS

A. Approve Amended Advertisement in Park Policy

Executive Director Cripe introduced a draft copy of a policy that provides guidelines regulating signs posted on Park District property. Commissioner Boyd introduced a related policy adopted by the Chicago Park District. She said her immediate concern for updating our existing policy pertains to the new Veterans Memorial Brick fund raiser and the engraving that may be requested. The Board agreed that the policy needs more guideline but written to give flexibility in its enforcement. Further discussion was tabled to the August 12, 2013 regular meeting.

B. Approve Schomig Land Surveyors, LTD Proposal (Added to Agenda)

Copies of the proposal to complete boundary and topographic surveys for Stone-Monroe and Robinhood Parks were distributed for discussion. President Ritten noted that Schomig Land Surveyors was the lowest responsible bidder for all previously surveyed parks completed during the past two years. There was a brief discussion. Commissioner Stastney made a motion; seconded by Commissioner Ogden to approve the Schomig Land Surveyors, LTD proposal in the amount of \$8,000.00 for work as proposed. **MOTION CARRIED:** There was no further discussion and the motion passed 4-0 by roll call vote. Commissioner Kilrea was absent.

10. PRESIDENTS REPORT

President Ritten made service recognition awards to Executive Director Cripe who has completed 5 years of service and Superintendent of Recreation Dean Carrara who has completed 20 years of service.

Commissioner Boyd disclosed that she has reserved the Park District Amphitheater for a family event in accordance with Park District policy.

President Ritten called attention to the marketing binder that was distributed during the meeting. He complimented Staff for causing excellent media coverage.

11. ADJOURN REGULAR MEETING

Commissioner Boyd made a motion; seconded by Commissioner Ogden to adjourn at the hour of 7:34 p.m. **MOTION CARRIED:** There was no further discussion and the motion passed by unanimous voice vote. Commissioner Kilrea was absent.