

WESTCHESTER PARK DISTRICT BOARD OF PARK COMMISSIONERS
COMMITTEE MEETING MINUTES
December 10, 2018 - 7:00 P.M.
WESTCHESTER COMMUNITY CENTER
10201 Bond Street, Westchester, Illinois 60154

Motion to appoint Commissioner Gordan President Pro-tempore for the December 10, 2018 Committee meeting.

Motion by: Christopher
Seconded by: Busa
Ayes: Gordon, Busa, Cavanaugh, Christopher
Nays: None
Absent: Martin
Motion carried.

Call to Order

President Pro-tempore Gordon called the meeting to order at 7:04 P.M.

Roll Call

Present: Commissioner Busa, Commissioner Christopher, Commissioner Cavanaugh and Commissioner Gordon.
Also present: Executive Director, Dean Hoskin; Attorney, Dave Freeman and Board Secretary, Lauralee Kane.
Absent: President Martin.

President Martin joined the meeting teleconference at 7:52pm.

Correspondence to the Board

None

Public Comments

Minutes

The Board of Commissioners reviewed the following minutes:

- 1.1 November 5, 2018 Committee Meeting Minutes
- 1.2 November 12, 2018 Committee Meeting Minutes
- 1.3 November 12, 2018 Board Meeting Minute

Finance Committee

2.1 *Review of the expense vouchers for the month of November 2018 in the amount of \$ 187,608.27*

2.2 *Review of the following Financial Statements for the month ending November 30, 2018.*

Review of the Check Register and Voucher Summary – last check issued on November 12, 2018
AP Check Register dated 12/06/2018

Revenues and Expenses by Fund for the Month of November 2018
Bank and Fund Summary for the month ending November 30, 2018
Bond Issue Capital Projects Account Statement November 30, 2018
YTD Operating Statement through November 30, 2018 (7 months)

2.3 *2018 Levy*

2.4 *2018 PTELL Resolution*

Commissioner Busa reviewed the Annual Tax Levy Ordinance and the 2018 Property Tax Limitation Resolution for the year 2018 with the Board of Commissioners.

Building & Grounds Committee

3.1 *Superintendent of Park's Report* – Commissioner Gordon reviewed the Superintendent of Parks monthly report with the Board of Commissioners.

Recreation Committee

4.1 *Superintendent of Recreation Report* – Commissioner Cavanaugh reviewed the Executive Directors report with the Board of Commissioners.

4.2 *Recreation Report* – The Commissioners reviewed the Recreation monthly report.

4.3 *Early Childhood Director Report* – The Commissioners reviewed the Early Childhood Directors monthly report. Mr. Hoskin reported DCFS visited the Park District for the annual certification, everything passed at 100%.

4.4 *Recreation Department Re-Structure Discussion* – Commissioner Gordon would like to hold off and evaluate the Re-Structure of the Recreation department. Commissioner Christopher recommended waiting until the entire board is present (to include President Martin) and explained the Board did not direct Mr. Hoskin to report what his solutions would or could be to fix the Recreation Department. Commissioner Busa agreed with Commissioner Gordon's opinions and ideas. Commissioner Busa stated the Recreation Department is broken. Mr. Hoskin reported hiring a part-time person will not fix the problem, the turn around time for the position would be higher.

Motion by Commissioner Cavanaugh to allow President Martin to attend via teleconference, seconded by Commissioner Busa. Commissioner Gordon confirmed President Martin is currently out of town on business and unable to physically attend the meeting.

Ayes: Gordon, Busa, Cavanaugh, Christopher

Nays: None

Absent: Martin

Motion carried.

President Martin joined the meeting at 7:52pm. The Commissioner's updated President Martin on the Recreation Department Re-Structure Discussion. Commissioner Busa discussed Superintendent positions, salaries, titles, duties and responsibilities. Attorney Freeman suggested solution options in order to resolve how the re-structure of the recreations department. The Commissioners requested Mr. Hoskin prepare ideas and direction on how to create a successful recreation department.

Marketing Committee

5.1 *Banquet Report* – The Commissioners reviewed the Banquet report.

Policy Committee

None

Director's Report

7.1 *Board Meeting Dates* – The Commissioners reviewed the proposed 2019 board meeting schedule.

7.2 *Park District Person(s) of the Year* – The Commissioners discussed choices for the Park Person on the Year.

IAPD/IPRA Conference - Representative Welch will be joining the Park District at a table at the awards luncheon. The Committee has chosen Gatto's in Downers Grove again this year. The Christmas party invitations were sent out electronically.

Mayfair Garage Update

Mr. Hoskin discussed revenue and budget options for the Mayfair Garage. Mr. Hoskin reported he will have a better idea while building the FY20 budget. Mr. Hoskin is currently working on submitting a Park Grant application and will keep the Commissioners updated.

Softball Collection Letters

Mr. Hoskin updated the Commissioners on local collection agencies, the Commissioners requested Mr. Hoskin move forward and contact collection agencies.

Attorney's Report

None

President's Report

None

Old Business

None

New Business

Commissioner Busa discussed a new handicap swing and would like to ask the Commissioners if they were interested in receiving more information on the swing. Mr. Hoskin reported the handicap swings are amazing and will build the cost into the Community Park Renovation FY20 budget.

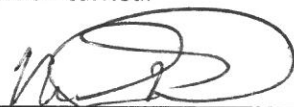
Commissioner Busa discussed full-time retiree fitness pass renewals with the Commissioners. The Commissioners discussed writing a full-time retiree (employee only) fitness/pool pass policy for approval at the January 2019 meeting with certain criteria.

Adjournment

Motion to adjourn the Board of Park Commissioners Committee Meeting at 9:20pm.

Motion by:	Busa
Seconded by:	Christopher
Ayes:	Gordon, Busa, Cavanaugh, Christopher, Martin
Nays:	None
Absent:	None

Motion carried.



Board President, Matthew Martin



Board Secretary, Lauralee Kane

01.14.2019

Date