

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
NOVEMBER 2, 2020 at 7 P.M.  
Westchester Community Center  
10201 Bond Street, Westchester, Cook County, IL**

**Call to Order**

President Christopher called the meeting to order at 7 pm.

**Roll Call**

Commissioner Derek Gordon – here; Commissioner Stanley Kolodziej – here; Commissioner Steve Cerasuolo – here; Commissioner Steven Busa – here; President Joseph Christopher – here

Also present were: Executive Director Dean Hoskin; Board Secretary Laura Ball

Audience: none

**Pledge of Allegiance**

**Correspondence to the Board**

President Christopher stated there was no correspondence at this time.

**Public Comments**

No comments-there was no audience at the meeting

**Meeting Minutes**

There were no questions, corrections, additions, or comments regarding the committee and board minutes of October 12, 2020.

**Finance**

Financials: Commissioner Busa asked if there were any questions regarding the financial statements for the month ending October 31, 2020. There were none.

**Building & Grounds Committee**

Superintendent of Parks Report: Commissioner Kolodziej asked if there were any questions regarding the Superintendent of Parks report. Commissioner Gordon questioned whose responsibility it is to maintain the outdoor fitness equipment at Mayfair. Executive Director Dean Hoskin stated the Park District has the responsibility of maintaining the equipment. Dean will look into the condition of the outdoor fitness equipment.

Thank you to Mayfair Fitness Center staff on keeping the Fitness Center clean.

The indoor playground at Mayfair Recreation Center is not open yet.

**Community Center Committee**

Community Center Manager's Report: Commissioner Cerasuolo asked for any comments or questions.

There were none.

Early Childhood Director's Report: There were no questions or comments.

Halloween event went very well. There were many positive remarks. Attendees also had positive comments on the new playground area behind Community Center.

#### **Mayfair Recreation and Banquet Center Committee**

Mayfair Recreation and Banquet Center Manager's Report: Commissioner Gordon asked if there were any questions. Softball is finishing up.

Banquet Report: Commissioner Gordon stated he has met with Executive Director Dean Hoskin about future plans including the Daddy Daughter Dance. New banquet manager Andres Nieto is working on improving banquet procedures. Banquets are now limited to 25 people.

#### **Policy Committee**

President Christopher asked if there were any comments. Executive Director Dean Hoskin would like to update the policy manual and take out the job descriptions from the manual-this way Dean can change job descriptions without having to get Board approval. Organizational chart will remain.

Executive Director Dean Hoskin presented different re-structuring options for the Recreational Department. Discussion on re-structure of Recreation Department and the timing of the re-structure due to COVID-19. Westchester Park District researched salaries of other Park Districts and WPD salaries are comparable. Discussion on "revolving door" at Mayfair and why an employee was let go and the Board not informed. Commissioner Busa stated he felt uncomfortable discussing an employee in an open session.

The opening of the pool is the next big thing at the Park District-Dean would like to hire an Aquatics person next. The position can be posted on IPRA. Discussion of the availability of monies to hire new employees. No one knows what 2021 will look like because of COVID-19. Park District has been able to keep all full-time employees because of the management of the money over the years. Due to COVID-19 possibly wait to hire an employee until there is some "normalcy" back in the community.

Executive Director Dean Hoskin presented a 2 recreation superintendent structure but only hire one employee now. Dean will present a 2022 balanced budget at which point he can hire employee number 2. After Board discussion the position will be filled through IPRA. Chart will remain the same and the existing position will be filled.

On next week's Board Meeting Agenda will be approval of the organizational chart and the removal of the job descriptions.

#### **Director's Report – Mr. Hoskin**

Paperwork has been filed for the Cares Act. The Park District should receive \$4980.82 back of COVID-19 related expenses. Not sure of the exact date the Park District will receive the money.

Discussion on Capital Improvement Plan for 2022. Enclosed in packet is the detail of what the money will be spent on. This is what the Bonds will be for.

Winter Sports-there will be no medium or high risk sports such as basketball and floor hockey.

Interns doing a great job with social media. Commissioner Gordon commented on positive social media comments about the dog park.

Commissioner Gordon expressed concern about workers looking presentable while working on the Park District Grounds.

**Attorney's Report**

Absent – no report

**President Report**

President Christopher had a Zoom meeting with Superintendent Phil Salemi, Board President Don Slager and Finance Director Dennis Gress. The School District was given all the information on the dispute about the trees by Mrs. Zerre Russell including the deed and the information from Sinnott Tree Care.

**Old Business**

Commissioner Busa asked Executive Director Dean Hoskin about how will the Christmas event be ran in comparison to the Halloween event. Dean stated it will be ran very similar-the path behind Community Center will be lit up, Santa will be there and hot chocolate in the garage. Commissioner Busa questioned if the Village would put lights on the tall tree outside of the entrance to Community Center as they have done in the past. Dean will contact the Village Manager and see if that is a possibility. President Christopher stated if Dean does not get a response from the Village Manager he will contact the Village Board. Commissioner Busa mentioned opening up the walk to the Gazebo area at Mannheim and Cermak. Park District will need help from Police Department if they extended walk because of street crossing. Dean stated it may be a long walk back to people's cars. This idea will be considered for Christmas 2021.

**New Business**

none

**Motion to Adjourn**

Motion to adjourn the Committee Meeting and for a 2 minute break before the executive session was made by Commissioner Gordon and seconded by Commissioner Busa.

ROLL CALL VOTE: Commissioner Cerasuolo -aye; Commissioner Gordon – aye; Commissioner Kolodziej – aye; Commissioner Busa – aye; President Christopher – aye MOTION PASSED.

The meeting was adjourned at 9pm.

  
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Joseph Christopher, Board President

  
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Laura Ball, Board Secretary

Date: 12-15-2020