

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
August 14, 2023, at 7 P.M.  
Westchester Community Center  
10201 Bond Street, Westchester, Cook County, Illinois**

**Call to Order:**

President Busa called the meeting to order at 7 pm.

**Roll Call**

Commissioner Marianne Nagl – here; Commissioner Derek Gordon – here; Commissioner Daniel Maldonado- here; Commissioner Joseph Christopher – here; President Steven Busa – here

Also present were: Acting Executive Director Lianne Robinette; Board Secretary Laura Ball; Park District Attorney Vlado Vranjes

Audience: Westchester resident Leann Pettis and Westchester Chamber of Commerce Board Member John Watson

**Pledge of Allegiance**

**Correspondence to the Board**

none

**Public Comments**

Westchester Chamber of Commerce Board Member John Watson stated the Chamber is organizing an event called Westchester Pizza Palooza where different pizza places will compete for best pizza, best sauce etc. The Westchester Chamber would like to have the event on October 27<sup>th</sup> at the Mayfair Banquet Facility and would like to sell tickets at the door as well as get all the Mayfair banquet rooms at cost. John stated the main purpose of the event is to promote businesses in the area. President Busa stated as of now the Park District does not permit charging money at the door for any event at Mayfair Banquet facility. Commissioner Chirstopher stated the current President of the Chamber needs to put the requests in writing and this needs to be presented the Park District Board. The Chamber would like to be charged for the use of Mayfair Banquet facility at cost as well as be able to charge an admittance fee at the door. John will have the current Chamber President draft and letter and have the letter emailed to the Park District Commissioners. Also please communicate with Lianne Robinette everything you would like to see in place for the event.

**Meeting Minutes**

Are there any questions, corrections, additions, or comments regarding the Committee and Special Board Meeting Minutes of June 5, 2023, as well as the Public Hearing, Committee and Board Meeting Minutes of July 10, 2023? There were none.

**Finance**

Review of the expense vouchers for the month of July 2023 in the amount of \$350,595.24 and the Financial Statements for the month ending July 31, 2023. There were no questions. Update on the

finance director position. There are currently eight applicants. These applicants are being shared with the Finance Director Dave Brink for review.

#### **Building & Grounds Committee**

Commissioner Christopher stated there is a reimbursement program from ComEd for LED lights. Memorial benches and trees are going in. Bid results on Community Center and Mayfair A/C Replacement project are in and will be voted on at the Board Meeting. Commissioner Gordon asked if Superintendent of Parks Jim Burg can go past the work NWRD is doing by Mayfair and see if there is a safety hazard by the bowl. Acting Executive Director Lianne Robinette stated everything is on track with permits for events.

#### **Community Center Committee**

Commissioner Maldonado asked if there were any questions regarding the report. Thank you to Lianne and Early Childhood Director Kathy Kasprzak for a successful summer camp this year. There was an issue with large holes in the parking lot at Community Center and Lianne addressed this with the Village of Westchester. The holes have been filled.

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

Commissioner Gordon stated the Summer Concert Series is a big hit and thank you to Acting Executive Director Lianne Robinette for being open to suggestions from the Park District Board. President Busa stated how the food at the Summer Concert Series was a positive impact.

#### **Policy Committee**

Commissioner Nagl is working on a policy in regard to Part-time staff benefits. Finance Director Dave Brink is pulling historical data for this. Commissioner Nagl will be reaching out to other Park Districts to see what their policies are. The Citizen Advisory Board applications are completed. Once they are approved by the Board, they will go out online.

#### **Director's Report**

Acting Executive Director Lianne Robinette stated all the programs are in the system so you can see what is available. The Westchester Park District is partnering with North Riverside on several upcoming items in the brochure. September 18<sup>th</sup> is Drool at the Pool. Met with the Village Manager to go over events so there is no overlapping and see if there is anything we can work together on. The walkthrough with Upland was completed at Highridge for OSLAD Project. The Park District will be going out to bid in October. Mayfair Banquets are booking out to November 2024. The Park District will be taking out more pages in the Village Newspaper about upcoming classes that the Park District is offering. Pickle Ball is going very well. There will be group and private lessons available.

#### **Attorney's Report**

Nothing currently.

#### **President Report**

President Busa asked to please get to him by the Thursday before a meeting with items that need to be added to the Agenda. Efficacy Committee has three required meetings a year. The first meeting will be October or November possibly being held on the night of a Committee/Board Meeting.

#### **Old Business**

Nothing at this time.

**New Business**

Commissioner Nagl asked about the Christmas time event – Winter Wonderland. Acting Executive Director Lianne Robinette stated they are looking at a two-day event. Commissioner Nagle will work with Westchester Public Schools Superintendent on having a bus stop by each school so each school can be highlighted. Commissioner Nagl suggested AED machines being places outside at the parks and not just inside the buildings. Lianne will research this and give an update next month.

**Motion to Adjourn**

Motion to adjourn the Committee Meeting was made by Commissioner Maldonado and seconded by Commissioner Gordon.

ROLL CALL VOTE: Commissioner Maldonado – aye; Commissioner Christopher – aye; Commissioner Gordon – aye; Commissioner Nagl – aye; President Busa – aye MOTION PASSED.

The meeting was adjourned at 8:50pm

  
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Steven M. Busa, Board President

  
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Laura Ball, Board Secretary

Date: 9-11-23