

**WESTCHESTER PARK DISTRICT
BOARD OF PARK COMMISSIONERS
January 11, 2016 BOARD MEETING MINUTES
Westchester Community Center
10201 Bond Street, Westchester, IL 60154
7:00 P.M.**

1. CALL TO ORDER

President Busa called the Westchester Park District Board of Park Commissioners Meeting to order at 8:33 P.M.

2. ROLL CALL

Present: Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh and Commissioner Christopher. Also present: Executive Director, Gary Kasanders; Board Secretary, Lauralee Conway; Steve Adams, Park District Attorney, and Ms. Robinette.

3. PUBLIC COMMENTS - None

4. Motion to approve the minutes of:

- December 14, 2015, Committee Meeting
- December 14, 2015 Board Meeting
- December 14, 2015, Closed Session

Motion by: COMMISSIONER CHRISTOPHER 2nd by: COMMISSIONER MARTIN
All in favor, Motion carried.

5. Motion to approve the expense vouchers for the month of December 2015 in the amount of \$ 484,993.48.

Motion by: COMMISSIONER CAVANAUGH 2nd by: COMMISSIONER GORDON
AYES: Martin, Gordon, Cavanaugh, Christopher, Busa
NAYES: None
Motion carried.

6. Motion to approve the changes to the Policy Manual regarding Program Refund Policy and the addition of a Digital Advertising Policy discussed at the last board meeting.

Motion by: COMMISSIONER MARTIN 2nd by: COMMISSIONER GORDON
AYES: Martin, Gordon, Cavanaugh, Christopher, Busa
NAYES: None
Motion carried

7. Motion to approve the Intergovernmental Agreement for Special Events with the Village of Westchester for the year 2016 as modified.

#8 Security

*The Village shall be responsible for the development of said plan, shall communicate the plan in to all hired contractors, staff and volunteers. Training in the plan must be conducted and documented where applicable. The plan shall include a posted evacuation plan for the area visible to attendees. The Village **assumes all responsibility to conduct inspections of all tents and other temporary structures that have been set up on the property. The plan shall contain a notification process if an employee or volunteer is informed or otherwise learns of a dangerous condition on the property.***

- a. Include who should be informed of the condition.
- b. Include what an employee should or volunteer should do to temporarily make the area safe or properly warn attendees of a condition until a permanent solution is in place.
- c. Inform all hired contractors, employees, and volunteers of this process and document to show that they are informed.

Motion by: COMMISSIONER MARTIN 2nd by: COMMISSIONER CAVANAUGH
AYES: Martin, Gordon, Cavanaugh, Christopher, Busa
NAYES: None
Motion carried.

8. Motion to approve that Steven B. Adams hereby be retained by the Westchester Park District as its Attorney until April 30, 2016. His duties shall be as prescribed by the Board pursuant to board policy.

Motion by: COMMISSIONER CAVANAUGH 2nd by: COMMISSIONER CHRISTOPHER
AYES: Martin, Gordon, Cavanaugh, Christopher, Busa
NAYES: None
Motion carried.

9. New Business – None

10. Old Business - None

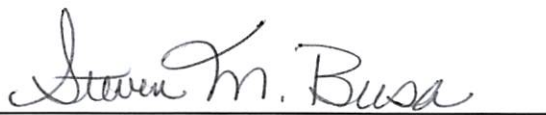
11. Motion by Commissioner Christopher to enter into closed session at 8:37 P.M. under:

(5ILCS 120/2(c)(11); "Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent."

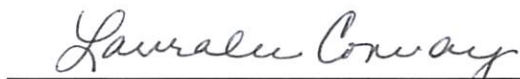
Seconded by Commissioner Gordon.
All in favor, motion carried.

12. The Board Meeting reconvened at 9:56 P.M.

13. Motion by Commissioner Cavanaugh to adjourn the Board of Park Commissioners meeting at 9:56 P.M. Seconded by Commissioner Christopher. All in favor, motion carried.



President, Steven M. Busa



Board Secretary, Lauralee Conway

FEB - 8 2016

Date