

**REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W. CAMP McDONALD ROAD
PROSPECT HEIGHTS, IL 60070
TUESDAY, JUNE 9, 2009**

I. Call to Order

A. Roll Call

President Dan Pavlik called the Regular Board Meeting of the Prospect Heights Park District to order at 7:09 p.m.

Commissioners present:

Jack Barrett
Patrick Ludvigsen
Mark Malouf
Bernie Olson
Dan Pavlik
Jean Spiegelhalter
Bill Vannelli

Also Present:

Kathy Nowicki – Executive Director
Dave Figgins – Superintendent of Recreation and Parks
Annette Curtis – Business Manager
Marc Heidkamp - Director of Golf Operations
James Lennon – Park District Attorney
Edlyn Castil – Recording Secretary

B. Pledge of Allegiance

Led by Bill Vannelli

II. Corrections / Additions / Approval of Agenda

Commissioner Pavlik requested that the Agenda be amended so that Item VIII follows Item II and add Item XV C. Policy - Staff shirts and/or identification ids, and XV D. GPS OCCC Golf Carts.

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept the Agenda as amended. The motion was unanimously approved by a voice vote.

VIII. Park District Treasurer's Report

A. Cash Report #06

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept the Treasurer's Report – Cash Report #06 dated June 9, 2009 as submitted. The motion was unanimously approved by voice vote.

See Appendix A

VIII. Park District Treasurer's Report (continued)**B. Approval of Warrants for Payment**

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B, 5C, 5D, Payroll 10, 11 and Refund 5. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

See Appendix B

III. Recognition / Introduction**A. Residents**

Meg Vannelli, Prospect Heights resident.

B. Guests

There was none.

C. Staff Recognition – Dino Squiers

Executive Director Kathy Nowicki recognized Dino Squiers for his hard work, management of projects, extreme work ethic and dedication to the Park District.

IV. Announcements (Meetings)**A. Regular Board Meeting 07/14/09 7:00 PM GMRC**

Dave Phillips is available to attend this next meeting. He will be placed on the next agenda.

V. Correspondence**A. PDRMA letter dated May 13, 2009**

Andrew Petzel will be the staff representative for the PDRMA Health Risk Assessment (HRA) scheduled Fall 2009. There is no cost to the Park District to participate in the HRA. The benefits of participating include promoting health and well being and contributing to Park District's annual PDRMA rating.

B. State of Illinois Certificates of Election (distribution at Board Meeting)**C. Backbones 5K Committee letter received May 26, 2009****VI. Approval of Minutes****A. Regular Board Meeting – May 12, 2009**

Correction to minutes was noted on page 4, section XV B so that the first line reads: "A motion was made by Commissioner Olson and seconded by Commissioner Ludvigsen to appoint **Jim** Lennon...."

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to approve the May 12, 2009 Regular Board Meeting minutes as submitted. The motion was approved by a voice vote..

VII. Public Comment

There was none.

IX. Attorney's Report

A. Legal Matters

Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

X. Administrative / Operational Summary

As submitted in Board Packet.

Commissioner Barrett commented that the golf course looks like it is in great shape.

XI. Business Manager Report

A. YTD 2009 Fund Summary

There was discussion about the YTD 2009 fund summary.

B. Recreation Fund (02-16) Summary

There was discussion about the summary report. Commissioner Pavlik and Spiegelhalter commented on the spreadsheet being very helpful.

XII. Committee Reports

There were none.

XIII. Unfinished / Ongoing Business

There was none.

XIV. New Business

A. Board Committee Assignments

Commissioner Pavlik distributed 2009-2010 Committee assignments.

B. Summerfest 2009

Executive Director Kathy Nowicki reported on changes in local fests scheduled this summer. Summerfest 2009 will be a one-day event held at Lions Park on Sturday, June 27th. This year, Summerfest activities will include a 5K Run/Walk in memory of local resident Lou Johnson. The run will take place at 5:00PM. Funds raised from the run will be used for enhancements at Lions Field. The registration for the 5K Run/Walk can be found on the Park District's website. Summerfest features will be advertised in the Daily Herald newspaper week of June 21st.

Commissioner Barrett departed at 7:31 pm.

C. Policy – Employee shirts and/or IDs

There was discussion on whether or not staff should be identified by either a staff shirt or an ID. Cost involved has not been identified and a budget concern was discussed. It was decided that the Policy and Procedure Committee look further into this issue.

XIV. New Business (continued)**D. GPS – OCCC Golf Carts**

Director of Golf Operations Marc Heidkamp led the discussion related to the benefit of GPS system on all OCCC golf carts, and whether or not to continue to lease or purchase the GPS systems installed on the OCCC golf carts in 2008. Current GPS units provide an advertising component. Approximately \$16,800 has been sold in advertisement to date. Following discussion, Board members reached the consensus that it is a benefit to have the GPS systems. Commissioner Pavlik suggested that the budget be amended to incorporate the GPS systems.

A motion was made by Commissioner Malouf and seconded by Commissioner Olson to approve the GPS lease agreement subject to Attorney's review. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

Absent: Commissioner Barrett

Upon conclusion of New Business, Commissioner Malouf thanked the staff. He has met with several staff members and plans to share his comments with the Commissioners via e-mail.

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

XVII. Possible Action on Matters Discussed Executive Session

There was none.

XVIII. Adjournment

With no further business to discuss a motion was made by Commissioner Vannelli and seconded by Commissioner Olson to adjourn the Regular Board Meeting at 8:05 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,

Edlyn Castil

Edlyn Castil

Recording Secretary

Secretary: _____
P. Ludvigsen, Prospect Heights Park District Secretary