

**COMMITTEE OF THE WHOLE 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, NOVEMBER 18, 2014**

I. Call to Order

A. Roll Call

Commissioner Curtis called the Committee of the Whole Meeting of the Prospect Heights Park District to order at 6:04 p.m.

Commissioners present:

Terry Curtis
Lisa Gould
Karl Jackson (arrived at 6:13p.m.)
Bob Loranger
Mark Malouf

Also Present:

Kathy Nowicki – Executive Director
Julie Caporusso – Superintendent of Recreation
Nancy Salt – Accounting Manager
Marc Heidkamp – Director of Golf
Dino Squiers – Superintendent of Facilities & Parks
Laura Fudala - Superintendent of Recreation
Marci Glinski – Superintendent of Recreation
April Voss – Athletics Supervisor
Edlyn Castil – Admin Assistant/Recording Secretary

Commissioners absent:

Art Gollberg
Tim Jones

A quorum was present.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to approve the agenda as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gollberg, Jackson, Jones). The motion carried.

III. Introduction of Guests/Citizens

There were none.

IV. Announcements (Meetings)

A. Regular Board Meeting	11/18/14	7:00 PM	GMRC
B. Committee of the Whole Meeting	12/16/14	6:00 PM	O OCC
C. Regular Board Meeting	12/16/14	7:00 PM	O OCC

V. Correspondence

Executive Director Kathy Nowicki passed around a letter received from Orchard Vale Association #2 that was received on Monday. The letter addressed the removal of trees located off of the 6th tee. The trees that will be removed have been tagged. The tree removal will be contracted out and is scheduled for removal in January 2015.

VI. Public Comment

There were none.

VII. Unfinished / Ongoing Business

A. 2015 Budget – Draft 2

Executive Director Kathy Nowicki explained that the memo from Accounting Manager Nancy Salt that was attached to Draft 2 of the 2015 Budget included a summary of changes that were made from Draft 1 to Draft 2.

VII. Unfinished / Ongoing Business (continued)

Board discussion of 2015 Budget Draft 2 included:

- The 2014 to 2015 Wages/Salaries are different due to Staff allocation/realigned to reflect department operations.
- Benefits – different participants in 2014 to 2015 and different departments
- Page 22 was highlighted. The summary pages are beneficial to review.
- OCCC Rental Income wasn't changed. Data will be available on November 20th. The change will be reflected on Draft 3.
- Master Plan – related to the integration of ADP, POS/Registration system.
- Contractual Services – increased in 2015 due to age of building
- Scholarship Expense and Grant Expenditures – Superintendent of Recreation wanted to separate this out.
- Fitness Center – revenue increase due to the addition of additional programs.
- Preschool – wages/salaries/benefits need to be reevaluated.
- Pro Shop – Commissioner Malouf would like this item reviewed and wants this to be more aggressive.
- Special Recreation/Handicap -- A La Cart Outing in August 2015.

VIII. New Business

A. Park District and PHWYBS Memorandum of Understanding

The Park District and PHWYBS Memorandum of Understanding was reviewed and there were a couple changes/recommendations made by the Board. Executive Director Kathy Nowicki will make these changes and present back to the Board.

X. Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Loranger to adjourn the Committee of the Whole Meeting at 7:18 p.m. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg, Jones). The motion carried. The meeting was adjourned.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary