

**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, OCTOBER 15, 2013**

I. Call to Order

A. Roll Call

President Terry Curtis called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Terry Curtis

Art Gollberg

Lisa Gould

Tim Jones

Bob Loranger

Mark Malouf

Commissioners absent:

Karl Jackson

A quorum was present.

Also Present:

Kathy Nowicki – Executive Director

Dave Figgins – Superintendent of Recreation

Marc Heidkamp – Director of Golf

Annette Curtis – Business Manager

James Lennon – Park District Attorney

Edlyn Castil – Administrative Assistant/Recording Secretary

B. Pledge of Allegiance

The Pledge of Allegiance was led by Terry Curtis.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Gollberg and seconded by Commissioner Loranger to approve the agenda as submitted. The motion was unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

III. Correspondence

A. State of Illinois, Office of Attorney General letter received September 20, 2013 – Executive Director Kathy Nowicki reported that the Park District responded to the letter prior to the 30-day deadline. Superintendent of Recreation Dave Figgins is also the Accessibility Coordinator and has had contact with the Office of Attorney General Representative who sent the letter. A response from the Attorney General has not been received at this time.

B. PDRMA Health in Action Newsletter September 2013

C. IAPD Credentials Certificate letter dated October 1, 2013

D. SLSF “Celebrate Ability” November 1, 2013 invitation

IV. Recognition/Welcome

A. Residents - There were none.

B. Employee Recognition – Superintendent of Recreation Dave Figgins recognized Vicki Surma. Vicki has worked as a lifeguard the last two summers. She started working at the GMRC Front Desk this past Fall and now also works in the KidStop Program.

V. Announcements (Meetings)

A. Committee of the Whole	11/05/13	6:30 PM	GMRC
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B. Committee of the Whole	11/19/13	6:30 PM	GMRC
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C. Regular Board Meeting	11/19/13	7:00 PM	GMRC
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VI. Public Comment

There was none.

VII. Approval of Minutes**A. Regular Board Meeting – September 17, 2013**

A motion was made by Commissioner Jones and seconded by Commissioner Gould to approve the September 17, 2013 Regular Board Meeting Minutes as submitted. The motion was approved by a voice vote with one abstain (Commissioner Malouf) and one absent (Commissioner Jackson). The motion carried.

B. Committee of the Whole – October 1, 2013

Commissioner Gould indicated that she was absent from the October 1, 2013 Committee of the Whole Meeting. She requested that the following sections be corrected as follows:

Section I. Call to Order - “Commissioners absent: Lisa Gould, Mark Malouf”.

Section III. Corrections/Additions/Approval of Agenda – “The motion was unanimously approved by a voice vote with two absent (Commissioners Gould, Malouf)”.

Section X. Adjournment - “The motion was unanimously approved by a voice vote with two absent (Commissioners Gould, Malouf)”.

A motion was made by Commissioner Gollberg and seconded by Commissioner Loranger to approve the October 1, 2013 Committee of the Whole Meeting Minutes as amended. The motion was approved by a voice vote with two abstains (Commissioner Gould, Malouf) and one absent (Commissioner Jackson). The motion carried.

VIII. Park District Treasurer’s Report**A. Cash Report #10**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the Treasurer’s Report – Cash Report #10 dated October 15, 2013 as submitted. The motion was unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Gould and seconded by Commissioner Jones to accept Warrants for payment as submitted for Vendor Warrants # 9, 9A, 9B, 9C, 9D, Payroll 18, 19 and Refund #09. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jones, Loranger, Malouf

Nays: None

Abstain: Commissioner Gollberg

Absent: Commissioner Jackson

The motion carried. See Appendix B.

IX. Business Manager Report**A. YTD Fund Summary – as submitted****X. Attorney’s Report**

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

XI. Administrative / Operational Summary

A. Executive Director – as submitted. Commissioner Malouf inquired about an update regarding the Resident noise complaints from the banquets held at Midori at OOC. Executive Director Kathy Nowicki reported that the Park District is still contracting out services for sound monitoring and there have been no reported incidents. The contracted services are a shared cost between the Park District and Midori. The Board may want to consider the Park’s shared expense for 2014. Park Attorney Jim Lennon was directed to provide Golf/Banquet facility comparisons at a future meeting.

B. Superintendent of Recreation and Parks – as submitted.

C. Director of Golf Operations – as submitted.

D. Superintendent of Greens – as submitted. The Grounds Crew is engaged in removing Golf Course trees affected by EAB. The tree removal will continue through November.

E. Administrative/Operational Updates – An Aquatics and Camp report were submitted and reviewed.

XII. Unfinished / Ongoing Business

A. Board Policy Manual – Commissioners Curtis and Gollberg were unable to meet to discuss the proposed Board Policy Manual. Commissioner Malouf will send Commissioner Curtis his comments.

XIII. New Business

A. Fund Balance Policy Review – Business Manager Annette Curtis commented that the documents provided were informational. Board Members are to schedule a meeting with Annette should they want to review the policy in depth.

B. 2013 Tax Levy - Business Manager Annette Curtis discussed the filing of the Tax Levy.

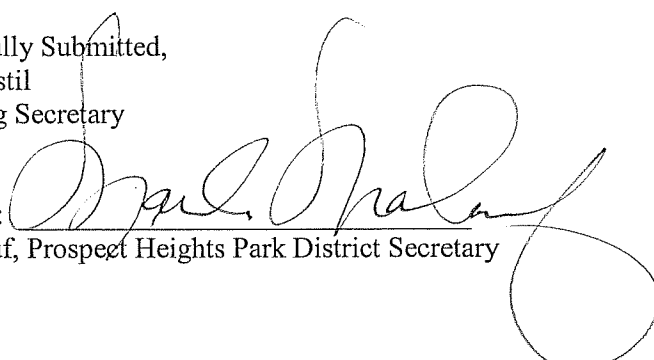
C. IAPD Conference Credentials Certificate – There was discussion about the annual IAPD Conference and the history of Board Commissioners attendance.

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to appoint Kathy Nowicki to serve as a Delegate and Dave Figgins to serve as an Alternate Delegate to the Annual Business Meeting of the Illinois Association of Park Districts on Saturday, January 25, 2014. The motion was unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

XIV. Adjournment

With no further business to discuss a motion was made by Commissioner Gollberg and seconded by Commissioner Gould to adjourn the Regular Board Meeting at 7:53 p.m. The motion was unanimously approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary