

**HOMEWOOD-FLOSSMOOR PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
MINUTES OF APRIL 20, 2010**

The regular meeting of the Board of Park Commissioners was called to order at 7:32 p.m. by Vice President Nevins. Roll call was taken with Commissioners Bertram, Johnson, Camin and Nevins present. Commissioner Haderlein was absent. Also present were Executive Director Debbie Kopas, Attorney Matt Lulich, Superintendent of Parks and Planning Doug Boehm, Superintendent of Recreation Tracey Anderson, Superintendent of Finance & Administration Renae Ross, Superintendent of Coyote Run Dave Ward, Coyote Run Manager/Golf Professional Brian Smith, Racquet & Fitness Club Manager Dave Thommes, Marketing & Public Relations Manager Nicole Castagna, Irons Oaks Manager Tom Schelling, Administrative Assistant Pam Melnyk, Secretary Cathi Hurtubise and Leisure Services Committee Members Jim Calderone, Debbie Dennison and Michael Matthys.

CHANGE IN AGENDA – None

COMMENTS FROM VISITORS – Jim Calderone, a new member of the Leisure Services Committee introduced himself to the Board. Commissioner Nevins welcomed Calderone to the committee.

PRESENTATION – Superintendent Ross said a representative from PDRMA was unable to attend tonight's meeting. Ross presented to the Board a plaque from PDRMA in recognition of the park districts excellence in risk management. The park district received a score of 98.44 for loss control. PDRMA gave the park district a cash award and PDRMA jackets for employees. The cash award was used for the employee safety luncheon. Director Kopas said PDRMA representatives attended the safety luncheon where the safety committee and Ross were recognized for their hard work. Commissioner Nevins congratulated all staff on a good job.

CONSENT AGENDA:

a. Policy Manual Updates

A report from the Administrative Assistant recommending the Board of Park Commissioners consider a motion to approve the revised Freedom of Information Act Policy and the Proper Dress & Appearance Policy as presented.

b. 2010-11 Shirt Bids

A report from the Superintendent of Recreation recommending the Board of Park Commissioners consider a motion to approve the 2010-11 Shirt Bid from Midwest Stencil Company in Crete.

c. Group Fitness Punch Cards

A report from the Racquet & Fitness Club Manager recommending the Board of Park Commissioners consider a motion to approve the sale of Group Fitness Punch Cards to non-members.

Commissioner Bertram moved to approve the Consent Agenda. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Johnson, Camin and Nevins. Nays: none. Motion approved.

OLD BUSINESS - None

NEW BUSINESS:

a. Facility Rental Fees

Superintendent Anderson said upon reviewing rental fees for the Dolphin Lake Clubhouse and the Auditorium an error in math was discovered. Anderson said rental classifications have been condensed and rates adjusted. Following discussion, Commissioners agreed that Meeting Type C rental rates should be reviewed. Commissioner Bertram moved to approve the revised rental fees for the Dolphin Lake Clubhouse and the Auditorium effective May 1, 2010 and for staff to review the fees for Meeting Type C. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Johnson, Camin and Nevins. Nays: none. Motion approved.

b. Lions Club Pool Playground Equipment

Superintendent Boehm said the Homewood-Flossmoor Lions Club has generously decided to make a donation to the park district for Lions Pool. Part of that donation is playground equipment. Staff is recommending equipment from Let's Go Play, Inc. Following discussion, Commissioner Johnson moved to approve the purchase of playground equipment and installation fees of \$15,647 from Let's Go Play, Inc., and for the payment to be reimbursed by the Homewood-Flossmoor Lions Club. Commissioner Camin seconded the motion. Roll call vote with Ayes: Bertram, Johnson, Camin and Nevins. Nays: none. Motion approved.

c. Discovery Center Group Fees

Manager Schelling said the Discovery Center has been equipped with exhibits for the public to interact with and learn more about the environment. Schelling said groups that visit Irons Oaks could extend their stay to explore the exhibits. To cover cost of staff and materials, Schelling is recommending a group entrance fee. After discussion, Commissioner Bertram moved to approve the fee schedule for the Irons Oaks Discovery Center as presented effective May 1, 2010. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Johnson, Camin and Nevins. Nays: none. Motion approved.

Commissioner Nevins asked Superintendent Anderson to introduce two Leisure Services Committee Members in the audience. Anderson introduced Debbie Dennison and Michael Matthys. Commissioner Nevins welcomed both members to the committee.

APPROVAL OF MINUTES – Commissioner Camin moved to approve the Minutes of February 16, 2010, March 2, 2010 and March 16, 2010 as amended. Commissioner Bertram seconded the motion. On a voice vote, the motion was approved.

APPROVAL OF CLAIMS – Commissioner Johnson moved to approve the Claims List in the amount of \$329,746.77. Commissioner Camin seconded the motion. Roll call vote with Ayes: Bertram, Johnson, Camin and Nevins. Nays: none. Motion approved.

PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING MARCH 31, 2010 – Commissioner Camin was pleased with reports and

congratulated staff on a great job. Commissioner Nevins was pleased with the success of Diversity Hockey and Ice Arena revenue.

COMMUNICATIONS:

- Board & Administrator, April 2010

DIRECTORS REPORT & COMMISSIONERS' COMMENTS:

Director Kopas:

- Earth Day at Irons Oaks was Saturday. It was a great event with 300-400 participants.
- Attended the Village of Homewood Economic Development Breakfast. It was a great opportunity to meet with Homewood businesses and village officials.
- The golf course has been very busy this spring.
- The business department and pro-shops are preparing for year end on April 30th.
- The park district has received the Certificate of Achievement in Excellence of Financial Reporting! This is the 25th year the park district has received this achievement.
- Park Pride Day is May 1st.
- All baseball fields are ready for the season. Fields look great thanks to Superintendent Boehm and staff.
- Supervisor Fisk was presented with the Professional of the Year Award from the South Suburban Park and Recreation Professional Association.
- Staff is excited that 83 kids have registered for a new three- on-three hockey league.
- The weather cooperated beautifully for all of the egg hunts.
- Laura at Irons Oaks is getting ready to go on maternity leave.
- The summer issue of Choices is due out next week.
- Staff continues to cross promote programs.
- Participation numbers at the Racquet Club were up for the month of March.
- Discussed a community memorial in memory of firefighter Brian Carey. Commissioners would like to further discuss this topic at the next committee meeting.

Commissioner Bertram:

- Would like a copy of the new employee evaluation form.
- Asked if SSSRA is still looking for golf clubs. Manager Smith said he will check with SSSRA.
- It was a great Diversity Hockey season!
- Asked if any pool passes were sold. Superintendent Boehm said to date, 26 passes have been sold, compared to 11 this time last year.
- Will not be able to help at Park Pride Day.

Commissioner Johnson:

- Asked about Park Pride Day volunteers. Administrative Assistant Melnyk replied that volunteer numbers look good. Several large groups new to Park Pride are scheduled to participate.
- Pleased with the repairs at the Auditorium.
- Happy that Diversity Hockey will be offered next year.
- Asked when the fountain at Irwin will be turned on. Superintendent Boehm replied the fountain will be up and running soon.

- Asked if the new sign at Lions Pool will be installed before opening. Boehm replied the sign will be installed on May 3rd.
- Asked about the slide at Lions Pool. Boehm replied work on the slide has started.
- Pleased that the St. Joseph Day Celebration was a cooperative event with Great Lakes Bank.

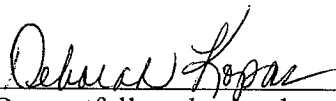
Commissioner Camin:

- Suggested that notice of the Certificate of Achievement in Excellence of Financial Reporting should be included in the Choices brochure.
- Asked about tree trimming at parks. Superintendent Boehm said staff was able to start the project early.
- Asked when the pool opens. Boehm replied Sunday, May 30th.
- Had spoken with Mike Selep, Interim Chief Executive Officer of IPRA, who was very excited to have their meeting at Irons Oaks. Mentioned that Selep wrote a very nice article on Betty Irons.
- Pleased with participation numbers in Diversity Hockey.
- Pleased with the number of children who participated in the Flashlight Egg Hunt.
- Happy to see that the high ropes course staff was recertified. Looking forward to Irons Oaks play dates for staff and commissioners.
- Asked about the cleaning of fitness equipment. Manager Thommes said with increased usage of the fitness center members are waiting in line for equipment and want to get on as soon as someone gets off. This makes it difficult to clean between usage.
- Suggested that voting for board president and vice-president take place prior to adjournment at the May meeting.

Commissioner Nevins:

- The awards luncheon at Irons Oaks was a good thing but the fact that LeeAnn won the Professional of the Year award is even better!
- Impressed with the Diversity Hockey program.
- It was nice to see other park district staff working at the Irons Oaks Earth Day event.
- The separate playbill for cast members of Alice in Wonderland was done very well. Complimented Nicole, LeeAnn and Dawn on an excellent job.
- Thanked the Leisure Services Committee members who attended tonight's meeting.

ADJOURNMENT – Commissioner Bertram moved to adjourn the meeting at 8:19 p.m. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.



Respectfully submitted,
Deborah Kopas, Secretary