



Butterfield Park District

MINUTES OF AUGUST 16th, 2012 MONTHLY BOARD MEETING

Commissioner Kryger called the meeting to order at 6:45 p.m.

Upon roll call the following commissioners were present: Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger.

Absent: Commissioner Jim Gavin

Departed Early: Commissioner Michele Piotrowski left at 7:30pm

Staff Present: Executive Director Reiner, Deputy Executive Director Heitz, Recreation Manager Venuto, Attorney Freeman and Recording Secretary Paral.

Guests: No Public in attendance.

INTRODUCTIONS OF GUESTS AND STAFF

No introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES - JUNE 12th, 2012

Commissioner Saunderson made a motion to approve the Board meeting minutes of June 12th, 2012; Seconded by Commissioner Montgomery.

Discussion: No Discussion.

Upon voice vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger)
NAYS: None

COMMENTS AND COMMUNICATIONS

- Executive Director Reiner briefly discussed the NEDSRA Newsflash.
- Executive Director Reiner reminded the board that the park district still needs sponsors and golfers for the Golf Classic.

TOPICS FROM THE FLOOR

None.

MONTHLY FINANCIAL REPORT – JULY, 2012

Commissioner Saunderson made a motion to accept the July, 2012 Financial Report; Seconded by Commissioner Kryger.

Discussion: Executive Director Reiner discussed the new format for the report. The new report format is easier to read and more accurate than the old reports. We no longer have to re key in numbers by hand.

Commissioner Saunderson inquired about the aquatics revenue and if we will be able to meet that number. Executive Director Reiner explained that the number does not include all of the summer revenue at this time, but that we anticipated being under the budgeted Revenue amount, and would be significantly under the budgeted expenditure amount as well. Our Revenue number will also increase through the end of the summer with the revenue from the High School rentals and then the purchases of the early passes in the spring. Executive Director Reiner reminded the board that a comprehensive aquatics report will be present in the October meeting.

Upon roll call vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger)
NAYS: None

APPROVAL OF DISBURSEMENTS–June, 2012-Approval of Claims List Ratification

Commissioner Saunderson made a motion to approve/ratify the Disbursements of June, 2012; Seconded by Commissioner Kryger.

Discussion: No Discussion.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger)
NAYS: None

APPROVAL OF DISBURSEMENTS–July 15, 2012-Approval of Claims List

Commissioner Kryger made a motion to approve the Disbursements of July 15, 2012; Seconded by Commissioner Montgomery.

Discussion: No Discussion.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger)
NAYS: None

PRESIDENT AND COMMISSIONER’S COMMENTS

- Commissioner Kryger took a moment to commend Sara Venuto and Connie Murphy for all the hard work they have done with Aquatics and Concessions especially with the healthy choices. He also commended Dayna and Sara for the nice job with swim team this year. He commented that Don Nuenthel did a great job fixing up the diving board and keeping the pool running. He also commented on how all the staff really did a wonderful job this summer working together and kept things running smooth.
- Commissioner Kryger commented that September 1st will be Director Reiner’s one year anniversary and wanted to thank him for all that he has accomplished.
- Commissioner Kryger stated that in his view all staff members are highly regarded from the Board’s perspective with no one staff member more important than any other furthermore, everyone will be treated as equal members of the Butterfield Park District staff. On behalf of the Board, he wanted to express his appreciation and say how much the Board values all of the Staff.

COMMITTEE REPORTS

a.) Committee of the Whole – OSLAD Discussions

Executive Director Reiner explained that a list of questions will be brought forward to Tod Stanton. He stated he would make sure those questions have been answered satisfactorily, and then we will move forward with the project.

DIRECTOR’S AND OPERATIONS REPORT

a.) Recreation & Parks Report

- Information contained in reports was discussed.
- Program Manager Venuto discussed how the programs are growing and expanding. Commissioner Saunderson suggested looking into science and cooking camps for 4th – 6th grade.

b.) Administration Report

- Information contained in reports was discussed.
- Executive Director Reiner mentioned that Deputy Director Heitz has done a good job working with the auditors this year and that they were much more thorough than the previous auditors.
- Commissioner Kryger and Montgomery mentioned that they would be interested in attending the NEDSRA golf outing.

Minutes of August 16, 2012 -Monthly Board Meeting – Continued

Commissioner Kryger stated that the lane line flags for swim teams need to be hung up every time after being used otherwise they get moldy.

- Executive Director Reiner discussed Oona Kelly starting in the front office and that Michelle Janicke will be available to work on special projects from time to time, but primarily from her home.

UNFINISHED BUSINESS

The board decided to meet on August 30th at 6:30pm and if that date doesn't work then September 6th to discuss the Executive Directors evaluation. We will meet for a half hour to discuss Executive Director evaluation together and then a half hour for a closed meeting Executive Session.

Departed Early: Commissioner Michele Piotrowski left at 7:30pm

NEW BUSINESS

No new business at this time.

EXECUTIVE SESSION

No Executive Session at this time.

ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

No action to be taken at this time.

Approval and release of Executive Session Minutes

Commissioner Saunderson made a motion NOT to release the Executive Session Minutes.

Discussion: Executive Director stated that this was not supposed to be on the agenda.

Commissioner Saunderson rescinded her motion.

MOTION TO ADJOURN

At 7:32pm Commissioner Kryger moved to adjourn; seconded by Commissioner Saunderson.

Upon a voice vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Larry Montgomery, Lisa Saunderson and Michael Kryger)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____

Respectfully submitted by Karin Paral, Recording Secretary