



Butterfield Park District

MINUTES OF JUNE 12th, 2012 MONTHLY BOARD MEETING

Commissioner Kryger called the meeting to order at 6:52 p.m.

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

Absent: Commissioner Larry Montgomery

Late Arrival: Commissioner Jim Gavin arrived at 7:08pm

Departed Early: Commissioner Michele Piotrowski left at 8:37pm

Staff Present: Executive Director Reiner, Deputy Executive Director Heitz, Early Childhood Director Murphy, Recreation Manager Venuto, and Recording Secretary Paral.

Guests: Resident Mr. Dan Roeda

INTRODUCTIONS OF GUESTS AND STAFF

No introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES, May 10th, 2012

Commissioner Piotrowski made a motion to approve the Board meeting minutes of May 10th, 2012; Seconded by Commissioner Saunderson.

Discussion: Commissioner Kryger mentioned that the typo on page five from “they” to “the person” be corrected for the file.

Upon voice vote, the motion passed:

AYES: 3 (Commissioner Michele Piotrowski, Lisa Saunderson and Michael Kryger)
NAYS: None

COMMENTS AND COMMUNICATIONS

- Executive Director Reiner passed out and briefly discussed the IAPD membership cards.
- Executive Director Reiner presented the Board with the contract for our Head Tennis Coach Gregg VanDine for their information.

TOPICS FROM THE FLOOR

Resident Roeda discussed with the Board some suggestions on possible improvements for the park district. He mentioned that it would be helpful if the park district was more transparent with topics on our website; including budgets, and board minutes. He spent some time exploring our website and stated that it was not easy to find information that should be available on it. He mentioned that our budgets could be posted to the web site in a timely manner. He also mentioned that our budgets should have more details, such as where expenditure money will go, audit information, financial reporting and checks and balances. Mr. Roeda commented on the Board meeting minutes and that they are rather brief. For example the IDOT expansion project; it was mentioned, but no details were listed. As a resident it would have been interesting to be able to read more of those details. Some park districts in the area offer verbatim minutes or even a broadcast of the meeting. Also, some topics aren't ever mentioned again as having a resolution such as the District 89 future improvements from January. Resident Roeda asked how the park district receives feedback from residents? What residents would like to see, how they respond, and how they think things should be prioritized. Mr. Roeda discussed the East branch DuPage River Greenway Trail, which is a great project that DuPage County is working on. They are relying on local agencies to assist them and he couldn't find any information on it at a board meeting.

Minutes of June 12th, 2012 -Monthly Board Meeting – Continued

He commented on lots of residents spending a lot of money at the Glen Ellyn Park District for soccer and not at the Butterfield Park District. Commissioner Saunderson responded that she understands his concerns and explained some of the park districts struggles with the little money that is received because we are a very small Park District. There are certain programs that a district this size cannot handle, like the large soccer program that Glen Ellyn puts together, because they have much more money in their recreation budget. Commissioner Saunderson stated that everything she represented is what she came to know as a Board member and represents her perspective on the issues. .

Please Note: Commissioner Gavin arrived at this time - 7:08 pm.

Executive Director Reiner responded that he thoroughly enjoyed his time with Mr. Roeda before and is committed to spend more time together in the future. As far as the Butterfield Park District transparency issue the park district will give 100% of information to any resident at any time. Unfortunately this park district is so small compared to the larger park districts mentioned by Mr. Roeda. We have not received any Build Illinois Grants from the State, like other larger park districts do and we do not have full time front office staff and business managers like other park districts. This district, every Commissioner and every staff member is committed to ethical practices and will give any resident information they want or need, we want to empower our residents. A community survey has been done a while ago and we did have additional staff at that time. The financial crisis has crippled the administration side of this district and we are just gaining ground. This is the healthiest we have ended the year in years, staff and the Board have done a good job making this happen. The park district has a very small administration staff; it is not top-heavy. The Butterfield Park District barely gets by with what it has. Larger park districts have staff who, as a major component of their job is to monitor the web, we do not have staff for that. Dr. Reiner indicated that he understands Mr. Roeda's concerns and will make improvements. The reasons or explanations are not excuses and staff will take these concerns seriously. All of our reports will be made more readily available, not just to you, but let it be known through our brochure and such, to other residents too. Director Reiner will follow up and make sure Mr. Roeda has the most recent survey. That survey went through 2012 as far as the long range planning. Dr. Reiner indicated that he believed there is an Illinois State statute reads that if there is a full time marketing staff member, then we are required to post all of the documents to the website. He will further research the statute.

Chairman Kryger thanked Mr. Roeda for his comments and concerns and assured him that the Board takes them seriously and will work with Director Reiner to make improvements wherever and whenever possible. He also made clear that our new Budget had significant improvements and considerably more detail. A copy will be made available for Mr. Roeda's review. Mr. Roeda was invited to keep in touch with the Director and the Board of Commissioners.

MONTHLY FINANCIAL REPORT – APRIL 30th, 2012

Commissioner Gavin made a motion to accept the April 30th, 2012 Financial Report; Seconded by Commissioner Saunderson.

Discussion: Commissioner Kryger mentioned that the fund transfers listed were made to balance the budget. Executive Director Reiner stated that we went back as much as 8 years, small amounts of money added up to a large amount. It was then brought forward to the correct account fund. Instead of ending the year in a deficit the park district will end the year in the black. The year ended strong and being one month in, is already starting really strong.

The Commissioners and staff discussed the Bullfrogs swim team and the expenses involved with the program. When the 2012 swim team season is over, an aquatics report, including swim team, finance summary, will be presented to the Board. It will have a rundown of everything for the Bullfrogs and also an analysis of aquatics as a whole. We should anticipate this for the November Board of Commissioner's meeting.

Upon roll call vote, the motion passed:

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

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

Commissioner Saunderson made a motion to approve the Disbursements of May 15, 2012; Seconded by Commissioner Gavin.

Discussion: Information in Board packet was discussed.

Upon a roll call vote, the motion passed:

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

PRESIDENT AND COMMISSIONER'S COMMENTS

- Commissioner Kryger mentioned that it was a pleasure to be at the NEDSRA Reach for the Stars dinner and how nice it was to have an entire table for the Butterfield Park District.
- Commissioner Kryger commented on the Financials and the extra detail that is being included makes it a lot easier to understand and read.

COMMITTEE REPORTS

No reports at this time.

DIRECTOR'S AND OPERATIONS REPORT

a.) Recreation & Parks Report

- Information contained in reports was discussed.
- Executive Director Reiner explained that with Commissioner Montgomery who is Chairman of the Personnel Committee absent, he felt it would be appropriate to hold off on distributing the Executive Director's evaluation information until he has had time to discuss the process with Mr. Montgomery.
- Executive Director Reiner discussed the Butterfield School ball field which is located next to the playground. It is Butterfield School's ball field, but it is connected to the general playground area. It looks a little run down and with the Board's consent, we are going to do what we can to make it look a little better.
- Commissioner Piotrowski expressed her concern for a big drop off at the Butterfield School playground where the black top meets the concrete that could be dangerous for kids. Executive Director Reiner stated that he will look into this and make any necessary solutions.
- Commissioner Saunderson mentioned looking into a reciprocal land usage agreement for ball fields with Glen Ellyn Park District.
- Early Childhood Director Murphy commented on the positive feedback patrons have been giving the Poolside Cafe. Customers are saying it is great food with healthy options at very reasonable prices.

b.) Administration Report

- Information contained in reports was discussed.
- Executive Director Reiner discussed the \$14,000 grant that the park district has applied for is still in the works.
- Commissioners and staff discussed Head Tennis Coach Gregg VanDines contract and how they came up with all the numbers. Mr. VanDine was very willing to work with the park district on this.
- Maintenance Manager Don and his two staff did a wonderful job getting the pool prepared to open and all the other necessary projects that needed to be done at the same time.
- Executive Director Reiner discussed that not everyone loves the prairie plants and water detention area over at Kensington Park. It is a requirement, we have the appropriate plants there and it is in pretty good shape.
- Executive Director Reiner brought the board up to speed on the Hoffman Park fence. If we don't get the OSLAD Grant we will use our resources to fix Hoffman Park fence that was destroyed. We are holding off a little longer to see if we are receiving the grant, in which case if we do get the grant those funds would be used to replace the fence.

UNFINISHED BUSINESS

- a) No unfinished business at this time.

NEW BUSINESS

- a) **Approval of Prevailing Wage Ordinance # O 12-06-01** Commissioner Saunderson made a motion to approve the prevailing wage ordinance # O 12-06-01; Seconded by Commissioner Piotrowski.

Discussion: There was no further discussion at this time.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioner Michele Piotrowski, Lisa Saunderson, Jim Gavin and Michael Kryger)

NAYS: None

b) Approval of Child Care Agreement – School District 44

Commissioner Saunderson made a motion to approve the child care agreement for school district 44; Seconded by Commissioner Kryger.

Discussion: Commissioner Piotrowski asked if Attorney Freeman has reviewed this? Executive Director Reiner responded he has been sent this information and there are no changes from the prior year. This can be approved with subject to the attorneys review.

Commissioner Saunderson withdrew her prior motion for the child care agreement for school district 44. Mr. Kryger withdrew his second.

Commissioner Saunderson made a motion to approve the child care agreement for school district 44 subject to the approval of attorney; Seconded by Commissioner Kryger.

Upon a roll call vote, the motion passed:

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

c) Budget Modification – Fiscal Year 2012-2013

Commissioner Kryger made a motion to approve the budget modifications as presented for fiscal year 2012-2013; Seconded by Commissioner Gavin.

Discussion: Commissioners and staff discussed that while the adjustments will be made to the contingency accounts, staff will actually allow other specific accounts to exceed the budgeted amount (not to exceed \$5,000,00 in each fund a, as approved) so that we can better reflect the actual expenditures for the district. This will allow the district to restore some of the things that were cut at the end of the fiscal year when we saw the 20% decrease in our tax based revenue. We did not count on staff and programs doing as well as they did. It will not exceed the \$5,000 asked to be restored in the corporation and recreation accounts.

Executive Director Reiner mentioned that the only other possible change is there is a need to provide additional recreation professional help and restoring that position when possible. This can only be done if we can sustain this position going forward.

Upon a roll call vote, the motion passed:

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

Please Note: Commissioner Piotrowski left at this time - 8:37pm.

EXECUTIVE SESSION

No Executive Session at this time.

ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

No action to be taken at this time.

MOTION TO ADJOURN

At 8:38pm Commissioner Kryger moved to adjourn; seconded by Commissioner Gavin.

Upon a voice vote, the motion passed:

AYES: 3 (Commissioner Lisa Saunderson, Jim Gavin and Michael Kryger)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____

Respectfully submitted by Karin Paral, Recording Secretary