

**MINUTES OF OCTOBER 14, 2010  
BUTTERFIELD PARK DISTRICT  
MONTHLY BOARD MEETING**

Commissioner Montgomery called the meeting to order at 7:06 p.m.

Upon roll call the following commissioners were present: Commissioner Sandy Cosenza, Larry Montgomery and Jim Gavin.

Commissioners Late: Commissioner Lisa Saunderson 7:08 pm, and Michael Kryger 8:40 pm.

Staff Present: Executive Director Harris, Deputy Executive Director Heitz, Superintendent of Recreation Savage, Recording Secretary Holz, and Attorney Freeman.

PUBLIC COMMENTS/OPEN COMMUNICATION

N/A

2010 AQUATIC SEASON REPORT

Commissioner Saunderson arrived late at 7:08pm.

Superintendent of Recreation Savage presented a Power Point Presentation on the 2010 Aquatic Season; a corresponding printout was included in the board packet. The presentation reviewed information on staffing, number of pool passes, attendance, special events, new programs, historical data and recommendations for 2011 aquatic season.

ACCEPTANCE OF DISBURSEMENTS –AUGUST 2010

Commissioner Cosenza made a motion to accept the Disbursements of August 2010; Seconded by Commissioner Gavin.

Discussion: Commissioner Montgomery stated that he doesn't understand the Account 33 deficiency with the \$91,000.00. Deputy Executive Director Heitz explained that we do not use the DacEasy fund numbers. A separate funds report is presented each month. The Auditors also reflect different fund numbers in their annual report. Commissioners Montgomery recommended changes be made to DacEasy to reflect and record the accurate fund balances.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)  
EXCUSED: 1(Commissioner Michael Kryger)

ACCEPTANCE OF CHECK REGISTERS FOR AUGUST 2010

Commissioner Cosenza made a motion to accept the check registers for August 2010; Seconded by Commissioner Gavin.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)  
EXCUSED: 1(Commissioner Michael Kryger)

APPROVAL OF CHECKS OVER \$2,500.00

Commissioner Cosenza made a motion to accept the checks over \$2,500.00; Seconded by Commissioner Gavin.

Discussion: Heitz requested an amendment to the checks over \$2,500.00; the original report does not include a payment to Chapman and Cutler for \$12,000.00. The check for Chapman & Cutler is the expenses incurred for legal fees on the 2010-B bond.

Commissioner Cosenza made a motion to amend the checks over \$2,500.00; Seconded by Commissioner Saunderson.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)  
EXCUSED: 1(Commissioner Michael Kryger)

APPROVAL OF BOARD MEETING MINUTES OF SEPTEMBER 9, 2010.

Commissioner Cosenza made a motion to approve the Regular Board Meeting minutes of September 9, 2010; Seconded by Commissioner Gavin.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)  
EXCUSED: 1(Commissioner Michael Kryger)

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**APPROVAL OF EXECUTIVE SESSION MINUTES OF SEPTEMBER 9, 2010.**

Commissioner Cosenza made a motion to approve the Executive Session minutes of September 9, 2010; Seconded by Commissioner Gavin.

On voice vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**APPROVAL OF EXECUTIVE SESSION MINUTES FOR PUBLIC REVIEW**

Commissioner Cosenza made a motion NOT to approve the Executive Session Minutes for public view of April 8, 2004; May 13, 2004; July 8, 2004; August 18, 2004; October 14, 2004; November 11, 2004; November 18, 2004; January 13, 2005; January 12, 2006; February 9, 2006; August 10, 2006; September 14, 2006; February 8, 2007; May 24, 2007; August 6, 2007; September 25, 2008; February 12, 2009; March 12, 2009; March 19, 2009; September 10, 2009; February 11, 2010; Seconded by Commissioner Saunderson.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**ACCEPTANCE OF FINANCIAL AUDIT FY 2009-2010**

Commissioner Cosenza made a motion to accept the Financial Audit of Fiscal Year 2009-2010; Seconded by Commissioner Gavin.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**APPROVAL OF TENTATIVE 2010 TAX LEVY**

Commissioner Cosenza made a motion to approve the Tentative 2010 Tax Levy; Seconded by Commissioner Gavin.

Discussion: Heitz stated the levy is figured on a 5.5% increase of the EAV taking into account the CPI and new construction within our District. The figure represents a 24.3% increase because we must compare what we estimate the EAV will be compared to what we actually received the prior year. The District is not asking for a tax increase just requesting the maximum amount allowable under the levy for an estimated EAV.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**APPOINTMENT OF ELECTION OFFICIAL & DEPUTY CLERK**

Commissioner Saunderson made a motion to appoint Dayna Heitz Election Official and Karin Holz Deputy Clerk; Seconded by Commissioner Cosenza.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**G.O. BOND SERIES 2010 B UPDATE**

Harris explained the process the District has gone through over the past several months. The results were outstanding as it could not have preceded any better. This was due to ideal financial conditions and the efforts of Heitz and Mesirow Financial. Peter Koukos, Mesirow Financial representative was outstanding to work with and provided excellent direction and service. Heitz highlighted key items of the process. First and foremost, there was no increase to our tax payers, the District achieved a better rate than originally forecasted resulting in more annual revenue dedicated to capitol projects.

**AUTHORIZATION TO ENTER INTO CONTRACT WITH ACTIVE NETWORK**

Commissioner Saunderson made a motion to authorize entering into a contract with Active Network; Seconded by Commissioner Montgomery.

Discussion: Harris explained that in line with our capital funding plan staff budgeted money to replace our outdated and ineffective registration system. With anticipation of selling the bond staff researched various registration systems. Staff initially reviewed 5

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potential registration software companies. After preliminary research, the list was narrowed down to two providers. Staff participated in virtual demonstrations for systems, checked applicable references and conducted interviews of both companies and their representatives. After extensive research, staff recommends entering into an agreement with Active Network.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

**WRITTEN COMMUNICATION**

Harris reviewed that staff is developing an efficient, economical and practical marketing program. The District is developing solid programs however if they are to have a chance to be successful, the District has to advertise beyond our borders. The District has entered into an agreement with My Suburban Life (publisher of local newspapers) as well as developing e-newsletters for the local school's electronic back packs and for our various programs including swim team and preschool. Additionally, efforts to develop an increased data base are underway with an emphasis on our surrounding communities. Harris also mentioned that the staff will be reviewing its recreational programming with a focus creating structure and uniformity as well on outstanding programs.

**ATTORNEY REPORT**

N/A

**EXECUTIVE SESSION**

Commissioner Cosenza made a motion to open executive session for purposes of personnel matters pursuant to 5 ILCS 120/2 (c) (1); Seconded by Commissioner Saunderson.

On roll call vote, the motion passed:

AYES: 4(Commissioner Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Jim Gavin.)

EXCUSED: 1(Commissioner Michael Kryger)

Regular Meeting called to end at 7:58 pm.

Executive session called to order at 8:02 pm.

Commissioner Kryger arrived late at 8:40 pm.

Executive session ended at 9:02 pm.

On Voice Vote, motion passed.

**NEW BUSINESS**

N/A

**ADJOURNMENT**

At 9:02 pm Commissioner Cosenza moved to adjourn; seconded by Commissioner Saunderson.

On voice vote, the motion passed:

PRESIDENT \_\_\_\_\_

BOARD SECRETARY \_\_\_\_\_

Respectfully submitted by Recording Secretary Karin Holz