

**MINUTES OF SEPTEMBER 9, 2010
BUTTERFIELD PARK DISTRICT
MONTHLY BOARD MEETING**

President Kryger called the meeting to order at 7:00 p.m.

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

Commissioners excused late: Commissioner Lisa Saunderson late arrival 7:05 pm

Staff Present: Executive Director Harris, Deputy Executive Director Heitz and Recording Secretary Holz.

Guests:

N/A

PUBLIC COMMENTS/OPEN COMMUNICATION

N/A

ACCEPTANCE OF ANNUAL TREASURERS REPORT FY 2009-2010.

Commissioner Cosenza made a motion to accept the Annual Treasurers Report for Fiscal year 2009 - 2010; Seconded by Commissioner Kryger.

Discussion: Commissioner Montgomery stated that we are operating at about \$130,000.00 a year loss. Deputy Executive Director Heitz stated that this includes expenses of Kensington. Commissioner Montgomery asked if the Bank of New York Bond payment will reduce in the 2011 budget. Deputy Executive Director Heitz stated that will be reduced. Commissioner Kryger asked if All Sports Surfaces was the repairs for our tennis courts and basketball courts. Deputy Executive Director Heitz replied yes. Commissioner Montgomery asked what is Vanguard and Yourlink Web Services. Deputy Executive Director Heitz replied that Vanguard was the cleaning service. Executive Director Harris stated that we discontinued their service in March. Deputy Executive Director Heitz explained that Yourlink hosts and maintains our website

Upon a roll call vote, the motion passed:

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

EXCUSED: 1 (Commissioner Lisa Saunderson)

Commissioner Saunderson arrived late at 7:05 p.m.

ACCEPTANCE OF DISBURSEMENTS – JULY 2010.

Commissioner Kryger made a motion to accept the Disbursements of July 2010; Seconded by Commissioner Cosenza.

Discussion: Commissioner Montgomery asked what the \$91,000.00 means on the trail balance. Deputy Executive Director Heitz stated that account 33 would be a main fund; she will have to look into and will email a reply. Commissioner Kryger questioned the GL pg. 19, Glenbard South girls basketball referee league. Executive Director Harris stated that it is the high school summer league that has 20 to 30 high schools in it. We pay the referee fees on behalf of the sports camp. Commissioner Montgomery questioned the NSF check return and how many we normally have in the summer. One in particular was extremely high. Deputy Executive Director Heitz stated we do receive a few NSF checks per year. The particular one in question has been taken care of. We pursue all open NSF checks for payment in full. Commissioner Montgomery stated that we should take a look at having someone collect on the NSF checks. Commissioner Gavin said we can try calling DuPage County Police for the higher price checks. Deputy Executive Director Heitz stated that in the past we have given substantial NSF checks to Attorney David Freeman to send out collection letters. However, that does not mean we will collect. Commissioner Kryger stated we need pursue involving the police, talk to Attorney David Freeman about a letter and inquire on the expense of a check guarantee service.

Upon a roll call vote, the motion passed:

AYES: 5(Commissioner Jim Gavin, Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Michael Kryger.)

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ACCEPTANCE OF CHECK REGISTERS FOR JULY 2010

Commissioner Kryger made a motion to accept the check registers for July 2010; Seconded by Commissioner Saunderson.

Discussion: N/A

Upon a roll call vote, the motion passed:

AYES: 5(Commissioner Jim Gavin, Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Michael Kryger.)

APPROVAL OF CHECKS OVER \$2,500.00

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

Discussion: N/A

Upon a roll call vote, the motion passed:

AYES: 5(Commissioner Jim Gavin, Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Michael Kryger.)

Commissioner Montgomery asked where we are at with the funds from the bonds. Deputy Executive Director Heitz replied we have an S&P rating of A-stable. The bond is currently being priced and then will be out for bid next week with an anticipated closing date of October 5, 2010. Executive Director Harris added that our initial rating was an A- we had a conference call last week with S&P and Mesirow Financial. It was an interview process to go over that reviews how we conduct business, and our accounting practices over the past 5 years. That was how we were able to accomplish an A rating. Commissioner Montgomery asked if our cash position now reflects the proceeds from any bond sales? Deputy Executive Director Heitz replied that it currently reflects the baby bond that West Suburban purchased for \$225,000.00. Commissioner Kryger asked when we received our last tax levy distribution? Deputy Executive Director Heitz stated that we collect that through January.

APPROVAL OF BOARD MEETING MINUTES OF JUNE 10, 2010.

Commissioner Saunderson made a motion to approve the Regular Board Meeting minutes of June 10, 2010; Seconded by Commissioner Kryger.

Discussion: N/A

On voice vote, the motion passed:

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

ABSTAIN: 1 (Commissioner Sandy Cosenza)

APPROVAL OF EXECUTIVE SESSION MINUTES OF JUNE 10, 2010.

Commissioner Saunderson made a motion to approve the Executive Session minutes of June 10, 2010; Seconded by Commissioner Gavin.

Discussion: N/A

On voice vote, the motion passed:

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

ABSTAIN: 1 (Commissioner Sandy Cosenza)

APPROVAL OF BOARD MEETING MINUTES OF AUGUST 12, 2010.

Commissioner Kryger made a motion to approve the Regular Board Meeting minutes of August 12, 2010; Seconded by Commissioner Cosenza.

Discussion: N/A

On voice vote, the motion passed:

AYES: 3 (Commissioner Jim Gavin, Sandy Cosenza and Michael Kryger.)

ABSTAIN: 2 (Commissioner Lisa Saunderson and Larry Montgomery)

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APPROVAL OF EXECUTIVE SESSION MINUTES OF AUGUST 12, 2010.

Commissioner Kryger made a motion to approve the Executive Session minutes of August 12, 2010; Seconded by Commissioner Gavin.

Discussion: N/A

On voice vote, the motion passed:

AYES: 3 (Commissioner Jim Gavin, Sandy Cosenza and Michael Kryger.)
ABSTAIN: 2 (Commissioner Lisa Saunderson and Larry Montgomery)

APPROVAL OF EXECUTIVE SESSION MINUTES FOR PUBLIC REVIEW

Commissioner Saunderson made a motion NOT to approve the Executive Session Minutes for public view of January 8, 2009, January 15, 2009, February 5, 2009, February 20, 2009, August 13, 2009 and November 12, 2009; Seconded by Commissioner Cosenza.

Discussion: N/A

On roll call vote, the motion passed:

AYES: 5 (Commissioner Jim Gavin, Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Michael Kryger.)

PARK DISTRICT IMPROVEMENT UPDATE:

Executive Director Harris verbally reported on the Park District improvement plan. Aquatics shows to be the most improved. We purchased a new sound system, deck chairs, made landscape improvements, and new trash receptacles. The vending machines was relocated from the pool deck to inside the building. This opened up the area outside for storage that the public doesn't see. Pool deck lighting was repaired and replaced. The VGB improvements were completed, which put us a head of the game compared to a lot of park districts who were still doing their improvements and couldn't open on time. Additional items that have been added to the list are back stroke flags, purchase 24 more new lounge chairs and landscape around the guard area. We replaced the compressor for the gym, painted the gym; and removed junk around the building and in closets. We want to create more customer service friendly amenities. We added the maintenance compound which helps us have a place to store large things without being visible to the public. We cleaned up a lot of the landscape and added sand to the sand volleyball court. Commissioner Saunderson stated that the park district looks great. Just painting the diving board made a big difference and taking the cracked mirrors down in the activity room. Executive Director Harris stated that as far as Hoffman Park we are waiting to see if we are successful with getting the OSLAD grant. It has been a busy summer as far as the improvements we have made and are still working on.

KENSINGTON PARK UPDATE:

Executive Director Harris discussed the status of completion for Kensington Park. We have killed off the vegetation in the detention basin and are now beginning to see growth on the banks. We haven't been able to seed the base of the basin because it has been wet. We removed all of the erosion blankets and applied weed control on three different occasions. The last one we tried to go after the crab grass which unfortunately now is not the time to go after crab grass so we will work on that again in the spring. We added limestone to the walking path. The park is draining really well so far we have had no complaints. Playground was installed, we removed the mini picnic shelters, and slit seeded a majority of the property. We will not allow baseball in the fall in order to let the seed take. We asphalted portions of the path. We have been working with several people on the Brian McGarry Memorial, We hope to have that done by the fall.

WRITTEN COMMUNICATION

An updated phone list for the Commissioners was passed out.

ATTORNEY REPORT

N/A

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NEW BUSINESS

Executive Director Harris stated that we have an election coming up in April. Deputy Executive Director Heitz will be the election official. Commissioner Cosenza stated that after 18 years she will not be running again for the board. Executive Director Harris stated that we have our own golf social at Downers Grove a week from Saturday. We have a community service day this Saturday with Fountain of Life, they will be moving mulch into the playground and the playground will hopefully be open on Monday. There will be about 15 volunteers. Also the audit is complete. We received it yesterday. Deputy Executive Director Heitz explained that Knutte & Assoc. agreed to fees of \$6,000.00 for the first year with a \$200.00 increase for subsequent years.

EXECUTIVE SESSION

Commissioner Montgomery made a motion to open executive session for purposes of personnel matters pursuant to 5 ILCS 120/2 (c) (1) and public office 5 ILCS 120/2 (c) (3); Seconded by Commissioner Saunderson.

On roll call vote, the motion passed:

AYES: 5(Commissioner Jim Gavin, Lisa Saunderson, Sandy Cosenza, Larry Montgomery and Michael Kryger.)

Regular Meeting called to end at 8:11 pm.

Executive session called to order at 8:12 pm.

Executive session ended at 8:44 pm.

On Voice Vote, motion passed.

ADJOURNMENT

At 8:45 p.m. Commissioner Kryger moved to adjourn; seconded by Commissioner Gavin.

On voice vote, the motion passed:

PRESIDENT _____

BOARD SECRETARY _____

Respectfully submitted by Recording Secretary Karin Holz