

**MINUTES OF AUGUST 12, 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, and Michael Kryger.

Commissioners excused: Commissioner Larry Montgomery and Lisa Saunderson

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

Guests:

N/A

PUBLIC COMMENTS/OPEN COMMUNICATION

N/A

APPROVAL OF KNUTTE & ASSOCIATES ENGAGEMENT LETTER FOR AUDIT YEARS 2011 THROUGH 2013.

Commissioner Kryger made a motion to approve the Knutte & Associates engagement letter for audit years 2011 through 2013; Seconded by Commissioner Cosenza.

Discussion: Attorney Freeman inquired if they were our current auditor. Deputy Executive Director Heitz explained that they are and their current contract was to expire at the end of this year. Heitz had requested a proposal from Knutte for an additional 3 years. Their proposal for 2011-2013 was for \$6,250 for the first year, \$6,500 for year two and \$6,750 for the third year. This was a \$250 increase from 2010. Due to the minimal price increase, familiarity with the Park District and Knutte's excellent service, it is staff's recommendation to engage their services for another three (3) years. Commissioner Kryger recommended for staff to negotiate with Knutte on maintaining their 2010 pricing due to the economy and competition. Attorney Freeman asked if the motion to approve be contingent on Heitz negotiating the cost back to the 2010 fee. Commissioner Kryger stated no, that it would be at her discretion.

Upon a roll call vote, the motion passed:

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

MOTION TO RATIFY APPROVAL OF EMPLOYMENT CONTRACT WITH EXECUTIVE DIRECTOR HARRIS.

Commissioner Kryger made a motion to ratify approval of the employment contract with Executive Director Harris; Seconded by Commissioner Cosenza.

Discussion: Commissioner Kryger stated that no one had any objections to the email that was sent to the Board members about this item.

Upon a roll call vote, the motion passed:

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

ACCEPTANCE OF DISBURSEMENTS – JUNE 2010.

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

Discussion: Commissioner Kryger asked what entailed guard supplies. Heitz responded that they are uniforms, personal flotation devices and first aid supplies for the District. Commissioner Kryger asked what ET&T Distribution is as well as Pentegra. Heitz responded that ET&T supplied the pool deck chairs and Pentegra provided and installed the sound system for the pool. Those items are also on the check register for over \$2500.

Upon a roll call vote, the motion passed:

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

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ACCEPTANCE OF CHECK REGISTERS FOR JUNE 2010

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

Discussion:

N/A

Upon a roll call vote, the motion passed:

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

EXCUSED: 2 (Commissioner Larry Montgomery and Lisa Saunderson)

APPROVAL OF CHECKS OVER \$2,500.00

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

Discussion: Deputy Executive Director Heitz asked if we could amend the approval to include additional checks that were just processed rather than wait until the September board meeting. One is for Aqua Pure Enterprise, provider of the pool chemicals in the amount of \$3,446.01. Second one is for Engineer Resource Associates (ERA) in the amount of \$2,860.20 which is for the plat survey for Hoffman Park. (Requirements for the OSLAD grant application). The final two additional checks were to Recreation Concepts in the amount of \$12,896.00 for the playground equipment at Kensington Park and for the amount of \$3,754.02 for the new swing set at Kensington Park.

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

Upon a roll call vote, the motion passed:

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

EXCUSED: 2 (Commissioner Larry Montgomery and Lisa Saunderson)

APPROVAL OF BOARD MEETING MINUTES OF JUNE 10, 2010.

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

Discussion: N/A

On voice vote, the motion passed:

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

EXCUSED: 2 (Commissioner Larry Montgomery and Lisa Saunderson)

APPROVAL OF EXECUTIVE SESSION MINUTES OF JUNE 10, 2010.

Commissioner Kryger made a motion to Table the approval of the Executive Session minutes of June 10, 2010; Seconded by Commissioner Cosenza.

Discussion: N/A

On voice vote, the motion passed:

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

EXCUSED: 2 (Commissioner Larry Montgomery and Lisa Saunderson)

APPROVAL OF EXECUTIVE SESSION MINUTES FOR PUBLIC REVIEW

Commissioner Cosenza made a motion NOT to approve the Executive Session Minutes for public view of June 4, 2009, June 11, 2009, June 16, 2009, June 23, 2009, June 30, 2009; Seconded by Commissioner Kryger.

Discussion: N/A

On roll call vote, the motion passed:

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

EXCUSED: 2 (Commissioner Larry Montgomery and Lisa Saunderson)

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BOARD POLICY REVIEW/BOARD MANUAL- REVIEW OF SECTIONS 2500, 2600 AND 2700

Commissioners provided a review of Section 2500. Section 2600 will be further looked into by Attorney Freeman. Section 2700 will be reviewed by Executive Director Harris and Deputy Executive Director Heitz.

NEW BUSINESS

Commissioner Kryger brought to the Board and staff's attention some programs being offered by NEDSRA.

WRITTEN COMMUNICATION

Executive Director Harris discussed the articles which appeared in the local Lombard newspaper about the Butterfield Park District.

EXECUTIVE SESSION

Commissioner Kryger made a motion to open executive session for purposes of personnel matters pursuant to 5 ILCS 120/2 (c) (1), probable and imminent litigation pursuant to 5 ILCS 120/2 (c) (11); Seconded by Commissioner Gavin.

On roll call vote, the motion passed:

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

Executive session called to order at 7:35 pm.

Executive session ended at 7:50 pm.

On Voice Vote, motion passed.

ADJOURNMENT

At 7:51 p.m. Commissioner Kryger moved to adjourn; seconded by Commissioner Gavin.

On voice vote, the motion passed:

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

PRESIDENT _____

BOARD SECRETARY _____
Respectfully submitted by Recording Secretary Karin Holz