

**MINUTES OF AUGUST 13, 2009
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 Michael Kryger, Larry Montgomery, Sandy Cosenza, Jim Gavin.

Commissioners excused late: Commissioner Lisa Saunderson (7:05 pm).

Staff Present: Assistant Director Heitz, Maintenance Manager Nance, Preschool Director Murphy, Rec Program Manager Venuto, Registrar Moffet.

Guests: Dave Harris

OPEN COMMUNICATIONS/PUBLIC COMMENTS

Commissioner Kryger thanked the staff for their hard work over the past 8 months in the absence of a full time director. Commissioner Kryger also thanks Deputy Executive Director Heitz for her additional work and confidentiality displayed during the district's director search.

ACCEPTANCE OF DISBURSEMENTS – JUNE 2009 & JULY 2009.

Commissioner Cosenza made a motion to accept the Disbursements of June 2009 & July 2009; seconded by Commissioner Gavin.

Discussion: Commissioner Montgomery asked what the sports camps refunds were. Dayna Heitz explained they were participants who withdrew from the program.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Montgomery, Gavin, Saunderson and Cosenza)

ACCEPTANCE OF CHECK REGISTERS FOR JUNE 2009 & JULY 2009

Commissioner Cosenza made a motion to accept the check registers for June 2009 & July 2009; seconded by Commissioner Gavin.

Discussion: Commissioner Kryger asked what the petty cash check for Mike Kempf was. Dayna Heitz replied it was an unsatisfied participant refund. In order to immediately satisfy the participant, we issued a petty cash check. Commissioner Kryger asked who the advisors group was. Dayna Heitz explained they are our camp T-shirt distributor.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Montgomery, Gavin, Saunderson and Cosenza)

APPROVAL OF CHECKS OVER \$2,500.00

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

Discussion: Included in the board packet is a listing and explanation of all checks issued over \$2,500.00.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Montgomery, Gavin, Saunderson and Cosenza)

APPROVAL OF BOARD MEETING MINUTES

Commissioner Kryger made a motion to approve the Board Minutes of June 11, 2009; Seconded by Commissioner Cosenza.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioners Gavin, Saunderson Kryger, and Cosenza)

ABSTAIN: 1 (Commissioner Montgomery)

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Commissioner Kryger made a motion to approve the Board Minutes of June 22, 2009; Seconded by Commissioner Saunderson.

Upon a roll call vote, the motion passed:

AYES: 3 (Commissioners Saunderson Kryger, and Cosenza)
ABSTAIN: 2 (Commissioner Gavin and Montgomery)

APPROVAL OF EXECUTIVE SESSION MINUTES

Commissioner Cosenza made a motion to approve the Executive Session Minutes of June 11th, 2009; Seconded by Commissioner Saunderson.

Upon a roll call vote, the motion passed:

AYES: 4 (Commissioners Kryger, Gavin, Saunderson, and Cosenza)
ABSTAIN: 1 (Commissioner Montgomery)

Commissioner Cosenza made a motion to approve the Executive session Minutes of June 16th, 2009; Seconded by Commissioner Kryger.

Upon a roll call vote, the motion passed:

AYES: 3 (Commissioners Kryger, Montgomery, and Cosenza)
ABSTAIN: 2 (Commissioner Gavin and Saunderson)

Commissioner Kryger made a motion to approve the Executive Session Minutes of June 4th, 2009 as revised; Seconded by Commissioner Cosenza

Discussion: Commissioner Saunderson was not in attendance. Revisions will be made.

Upon a roll call vote, the motion passed:

AYES: 3 (Commissioners Kryger, Gavin, and Cosenza)
ABSTAIN: 2 (Commissioner Montgomery and Saunderson)

Commissioner Kryger made a motion to approve the Executive session Minutes of June 30th, 2009; Seconded by Commissioner Gavin.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Montgomery, Saunderson, Gavin, and Cosenza)

APPOINTMENT OF EXECUTIVE DIRECTOR AND DEPUTY EXECUTIVE DIRECTOR

Commissioner Kryger made a motion appoint Dave Harris as Executive Director and Dayna Heitz as Deputy Executive Director; Seconded by Commissioner Montgomery.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Gavin, Saunderson, Montgomery, and Cosenza)

APPROVAL TO ENTER INTO CONTRACT WITH RAC FOR ADA COMPLIANCE REVIEW

Commissioner Saunderson made a motion to enter into contract with RAC; Seconded by Commissioner Montgomery.

Discussion: In order to understand and comply with the complex laws governing ADA compliance, RAC will conduct a review of our parks and facilities. This project will be in two (2) phases over a two (2) year fiscal period. Special funds will be utilized to fund this review.

Upon a roll call vote, the motion passed:

AYES: 5 (Commissioners Kryger, Gavin, Saunderson, Montgomery, and Cosenza)

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STAFF REPORTS - Assistant Director Dayna Heitz: submitted her report in writing. Update of Kensington Park was presented. The board was informed of status update on a pending tax objection.

Recreation Superintendent Savage: Submitted his report in writing.

Recreation Program Manager Venuto: Submitted her report in writing.

Preschool Director Murphy: Submitted her report in writing.

Maintenance Manager Nance: Submitted his report in writing.

WRITTEN COMMUNICATION

ATTORNEY REPORT

N/A

COMMITTEE REPORTS

Pool & Recreation – Report Submitted. Next meeting scheduled for September 2nd, 2009 @ 7:00 pm

Land Acquisition – No Meeting

Building & Grounds – Report Submitted. Next meeting scheduled for September 2nd, 2009 @ 6:00 pm

Finance – No Meeting. Next meeting scheduled for September 10th, 2009 @ 6:30 pm to review treasurers report and draft of audit.

NEDSRA –N/A

EXECUTIVE SESSION

Commissioner Kryger made a motion to open executive session for purposes of personnel matters pursuant to 5 ILCS 120/2 (c) (1) and Imminent Litigation pursuant to 5 ILCS 120/2 (c) (11); Seconded by Commissioner Saunderson.

On Voice Vote, motion passed.

NEW BUSINESS

N/A

ADJOURNMENT

At 8:40 p.m. Commissioner Kryger moved to adjourn; seconded by Commissioner Montgomery.

On voice vote, motion passed.

PRESIDENT _____

BOARD SECRETARY _____

Respectfully submitted by Recording Secretary Dayna J. Heitz