



Butterfield Park District

MINUTES OF NOVEMBER 12, 2013 SPECIAL BOARD MEETING

Commissioner Kryger called the meeting to order at 6:30 p.m.

Upon roll call the following commissioners were present: Commissioners Berntsen, Piotrowski, and Kryger.

Staff Present: Executive Director Reiner, Administrative Services Director Connie Murphy, Superintendent of Recreation Sara Venuto, Manager of Parks and Facilities Don Nuenthel, Early Childhood Programs and Services Coordinator Karin Paral, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Piotrowski made a motion to approve the Agenda for November 12, 2013; seconded by Commissioner Berntsen.

Discussion: There was a brief discussion at this time relative to the possibility of having to move the Bond Ordinance # 13-11-01 up on the Agenda due to Commissioner Saunderson being ill and possibly needing to leave early. While there was agreement to do so if necessary, no changes were made at this time because she was not present for the meeting. It was agreed that, if necessary, the Agenda item would be heard earlier in the proceedings.

Upon voice vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES – (October 3, 2013)

Commissioner Piotrowski made a motion to approve the Board meeting minutes of October 3, 2013; seconded by Commissioner Berntsen.

Discussion: There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

(Commissioner Saunderson 6:35 p.m.)

COMMENTS AND COMMUNICATIONS

- Director Reiner asked board members to confirm their attendance at the IPRA Conference as soon as possible.
- Commissioner Piotrowski committed as IAPD Delegate with Commissioner Berntsen acting as alternate.
- NEDSRA Holiday Invitation was distributed.
- IDOT Public Hearing Notice was distributed.
- A thank you was extended from Westfield School for Commissioner Saunderson's donation.

In consideration of Commissioner Saunderson's obvious distress due to illness and in appreciation of her attendance to the Board Meeting in order to ensure a quorum despite this, Commissioner Kryger suggested that the Board address Ordinance 13-11-01 at this time and then proceed with the agenda as posted.

Commissioner Piotrowski made a motion to approve Bond Ordinance 13-11-01 "An Ordinance providing for the issue of \$280,885 General Obligation Limited Tax Park Bonds, Series 2013A, of the Butterfield Park District, DuPage County, Illinois, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of certain outstanding bonds of the District and for the payment of the expenses incident thereto, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds;" seconded by Commissioner Berntsen.

Discussion: There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Berntsen, Piotrowski, Saunderson and Kryger)

NAYS: None

(Commissioner Saunderson departed at 6:45 due to illness.)

TOPICS FROM THE FLOOR

There were no topics from the floor.

MONTHLY FINANCIAL REPORT – (October 2013)

Commissioner Berntsen made a motion to accept the October 2013 Financial Report; seconded by Commissioner Piotrowski.

Discussion: There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

SIX MONTH FINANCIAL REVIEW AND PROJECTIONS

Director Reiner highlighted several areas of the 6 month Financial Report. After appropriate discussions, it was the consensus of the Board to accept the six month financial review and projections report as presented.

APPROVAL OF DISBURSEMENTS–Approval of Claims List (October 2013)

Commissioner Piotrowski made a motion to approve the Disbursements of October 2013; seconded by Commissioner Berntsen.

Discussion: A brief discussion ensued regarding the District's legal fees paid thus far as well as those anticipated in the future.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

PRESIDENT AND COMMISSIONERS' COMMENTS

- Commissioner Berntsen commented that feedback from the Halloween event has been very positive.
- Commissioner Kryger expressed appreciation for the District's condolences on his family's loss.

COMMITTEE REPORTS

There were no Committee Reports at this time.

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration and Parks Report

- Bond and Budget calendar was distributed with emphasis on upcoming dates.
- Fund balance policy will be on the next agenda.
- We will resubmit to the County next week regarding the OSLAD grant permit.
- Attorney David Freeman is still researching the KinderCare property.
- Tax objections are under review.
- Personnel policy revision will begin soon and will be based on PDRMA's model policy.
- Cookie dough fundraiser was very successful.
- Remote board representation was discussed.

c.) Recreation Report

- Legal symposium was interesting and informative.
- Polar Express is sold out.
- Rec Kids registration is ongoing.
- Halloween event went very smoothly.

d.) Early Childhood Report

- Cookie dough fundraiser went very well.
- "Holidays around the World" is scheduled for December 19, 2013.
- Preschool Picture day went very well.
- 2014-2015 Preschool registration has begun.
- Health and Wellness screening took place for interested staff.
- There has been no negative feedback in regards to preschool fee changes for the upcoming year.

e.) Special Reports

- 1) Commissioner Piotrowski made a motion to approve the Safety Manual as presented; seconded by Commissioner Berntsen.

Discussion: Director Reiner clarified that the Safety Manual has been reviewed by PDRMA and that a review cycle will be established.

Upon voice vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

- 2) Aquatics Program Update

The goal is to decrease the subsidy of this program. It was the consensus of the Board to accept the Staff's recommendations as presented.

- 3) District 87 Sports Camp Update
The Park District's risks regarding Unemployment and Workers Compensation exposures far outweigh the benefits of continuing this contract.

UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

NEW BUSINESS

- a) President Kryger brought to the attention of those assembled that item "a" under New Business, Ordinance 13-11-01, was considered earlier in the meeting due to Commissioner Saunderson not feeling well. The Ordinance was read aloud earlier, but he offered to read it again and asked if there was any reason to revisit the issue at this time. A copy of the Ordinance was provided to each Park Commissioner prior to the meeting and to everyone in attendance at the meeting. He specifically inquired of the other Commissioners present if they had any additional questions. There being none, the action of the Board on Ordinance 13-11-01 stands approved.
- b) Commissioner Berntsen made a motion to approve the Affordable Care Act/Health Care Insurance Coverage 2014 as presented; seconded by Commissioner Piotrowski.

Director Reiner explained that for the first time staff is offered three options for insurance coverage.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

- c) Commissioner Piotrowski made a motion to accept the Official Offer for the purchase of General Obligation Limited Tax Park Bonds, Series 2013A, of the Butterfield Park District as proposed by West Suburban Bank, Downers Grove, Illinois; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

MOTION TO ADJOURN

At 7:55 p.m. Commissioner Kryger moved to adjourn; seconded by Commissioner Piotrowski.

Upon a voice vote, the motion passed:

AYES: 3 (Commissioners Berntsen, Piotrowski, and Kryger)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____