



MINUTES OF FEBRUARY 8, 2018 MONTHLY BOARD MEETING

Commissioner Piotrowski called the meeting to order at 6:32 p.m.

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

(Commissioner Saunderson 6:33 p.m.)

Staff Present: Executive Director Reiner, Superintendent of Business and Communications Connie Murphy, Superintendent of Recreation Sara June, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Saunderson made a motion to approve the Agenda for February 8, 2018; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

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

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

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

APPROVAL OF REGULAR MEETING MINUTES – (January 11, 2018)

Commissioner Saunderson made a motion to approve the Board meeting minutes of January 11, 2018; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

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

NAYS: None

COMMENTS AND COMMUNICATIONS

Director Reiner showed the board pictures of Hoffman Park which appeared in two recent parks and recreation publications.

TOPICS FROM THE FLOOR

There were no topics from the floor at this time.

MONTHLY FINANCIAL REPORT – (January 2018)

Commissioner Saunderson made a motion to accept the January 2018 Financial Report; seconded by Commissioner Berntsen.

Director Reiner elaborated on several line items related to the Butterfield Conservation Foundation, as well as the bond fund account.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List (January 2018)

Commissioner Saunderson made a motion to approve the Disbursements of January 2018; seconded by Commissioner Berntsen.

Director Reiner explained the expense associated with permit fees for Phase I development of the corner property.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

PRESIDENT AND COMMISSIONERS' COMMENTS

Commissioner Piotrowski congratulated Director Reiner on receipt of the Honored Professional Award at the recent conference.

COMMITTEE REPORTS

There were no Committee Reports at this time.

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration Report

- The budget will be available to the Board prior to the March 8 meeting.
- 2015 bond fund has been zeroed out.
- Special thanks to Connie and Lauterbach & Amen for their work closing out the year including employee documents.
- IDOT meeting with Upland Design went well. We will continue to work with them as we proceed with the development of the corner.
- Capital projects including new lockers in the Women's Locker Room continue. Research continues on resurfacing the flooring.
- Phase I bid opening will take place on February 15.
- Golf Classic date has been changed to September 14 due to multiple conflicts.
- Connie has created a new staff onboarding system which should streamline summer hiring paperwork.
- PDRMA will be insuring the Foundation with no additional cost at this time.
- The district will continue to support NEDSRA's Reach for the Stars event, but will no longer be a lead sponsor.

b.) Parks/Maintenance Report

- There were no questions from the Board regarding this report.

c.) Business and Communications Report

- Summer guide is underway.
- The Web will be updated in March with summer information.
- New federal employment forms will be updated as they become available.
- A brief review/discussion regarding the new Onboarding site for new Staff

d). Recreation Reports

- Daddy Daughter Soiree was well attended and enjoyed by all.
- March adult trips including Lunch at Waterleaf and Pabst Mansion Tour will be running.
- Preschool registration for next year is filling up rapidly.
- Many classes are running this session including after school enrichment classes, preschool enrichment and extended care, and parent/tot classes.
- Preparations are ongoing for upcoming no school days and spring break camp.

UNFINISHED BUSINESS

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

NEW BUSINESS

Commissioner Saunderson made a motion to approve Resolution #18-2-1: a resolution to include cash payments related to health insurance as IMRF earnings; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 7:33 p.m. Commissioner Saunderson made a motion to enter into Executive Session for the purposes of Land Acquisition; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 7:45 p.m. Commissioner Saunderson made a motion to resume the regularly scheduled board meeting; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MOTION TO ADJOURN

At 7:46 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Saunderson.

Upon a voice vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____