

BOARD MINUTES

January 9, 2017

The regular monthly Board Meeting of the Board of Commissioners was called at 7:01 p.m. on January 9, 2017 at the Cynthia Neal Center, 8047 W. 91ST Place, Hickory Hills, Illinois.

The following commissioners were present: Guisto, Jerantowski, Kosnick, Morgan, Peterson.

Also present were: Jennifer Fullerton, Executive Director, Dan Maier, Recreation Director, Jim Murphy, Maintenance Director and Tammy Muth, Administrative Assistant.

APPROVAL OF MINUTES

Commissioner Jerantowski moved, seconded by Commissioner Kosnick, to approve minutes December 12, 2016. Ayes: Guisto, Jerantowski, Kosnick, Morgan, Peterson. Motion approved.

SECRETARY'S REPORT

Commissioners received an invitation to the VIP Party and some election information from Alderman Tom McAvoy. Also, a letter was sent from Joan H. and said "Thanks Dan to you and your staff for another year of great lunches and activities for us "old guys". We have so much fun! You make us feel important. Looking forward to 2017."

PUBLIC COMMENT

Nothing to report.

MAINTENANCE REPORT

The maintenance department has begun to perform its annual maintenance on the district's equipment. The following was done last month:

- 2006 F-250 Ford Pickup Truck (mileage 32,754) – 4 new tires, front end alignment, replaced lower tie rod. The work was performed by Wilrae (Cost \$1087.35)
- 2 new tires were put on the Toro Z-Mower
- All the district's vehicles passed the state's annual safety inspection.
- During the month of February, Jim Murphy said he plans to put out an open bid for the purchase of a 2017 Ford F-350 Dump Truck and Plow. The budgeted price for this truck is \$50,000. He would like to trade in the 1996 1-Ton Dump Truck with its plow. This vehicle has 57,000 miles. Hawk Ford estimates the trade in value would be \$4,500.

Ryan Ward one of the full time maintenance employees put in his two week notice. We would like to hire a candidate that works for us currently in maintenance part time and his name is Dave Trudeau and is retired from the City of Chicago and worked on the tree crew. He is the most qualified for the job among the candidates that applied.

The permits from the Illinois Department of Labor expire on December 31 for the district's two inflatable attractions. Mr. Murphy said he plans to renew the permits for the 2017 season during the month of January. The cost to renew the permits is \$55 per attraction.

The sled hill was busy last month when there was snow on the hill. During these periods the maintenance department performs daily sled hill inspections and clean up.

The district's cellular fire alarms had to be upgraded from a 2G to 4G to meet the new requirements of the F.C.C. beginning January 1, 2017. Krueger Park's system was upgraded a couple of years ago when the system was replaced (due to a lightning strike). Each building was \$650 for the upgrade: Cynthia Neal, Maintenance Facility, & Maintenance Garage and the upgrade was completed by Digitron. Digitron also completed the annual inspection of the district's fire alarms, pull stations, and related equipment. Reliable Fire re-certified all the fire extinguishers in the district.

Olsson Roofing completed the roof assessment on Krueger Park last month. They rated the roof in good condition, and felt we could get another five years out of it. They recommended some minor repairs (\$2,400) which will be completed when the weather permits. A copy of the assessment was included in the Board packet.

Public Works did a good job plowing the park's parking lots last month.

RECREATION REPORT

The Holiday After School program is off to a nice start. Today we had eight children but the other days were up to 25. The Before School is 7-8:30am and the morning supervisor has left us so two current After School employees were hired. We had a small problem with the teenagers at Friday Hoops on Friday, December 16th. The kids were pushing each other and clowning around in the lobby after the program. Mr. Maier said he may stay to see what is going on with these teens or the recreation assistant.

The first two Four Winds Casino trips are filled for 2017. Only the last trip on May 22 has openings at this time. We are taking waiting lists for the first two trips and if possible, we will take two buses if more than 25 are put on the list. Mr. Maier did a drawing for the chaperone for Myrtle Beach which is Pat Kosnick and will receive \$200 off the trip for being the chaperone and he will be on the second bus and Mr. Maier on the first bus. Mr. Maier distributed a list of the net revenue for the week long trips we have had the past few years.

Thirty-seven letters Santa letters were delivered to the Post Office on Tuesday, December 20th. This is the first time the volunteers wrote them instead of staff. This program made over \$54.00. This year we had two volunteers call the children from home for North Pole calling and 20 families signed up.

The December senior luncheon was a big hit. One lady approached Mr. Maier and said that this Christmas Luncheon was the best we have had in the past 10 years. We received many compliments on the food and the pictures. We had over 30 bingo prizes too and the Christmas tree looks great with all the ornaments that that seniors brought to decorate the tree. We actually made \$16 on the luncheon and usually lose \$200 - \$400 on every luncheon.

The VIP party is set for Saturday, February 11, 2017. The Snowy Downhill Party Night is this Friday but we don't have any snow so it may be canceled.

ADMINISTRATIVE REPORT

We have had several people sign up for half year for preschool for the second half and more After Care students. Director Fullerton said gross revenue is \$16,000 higher than last year at this time. After Care costs \$80 a week for 11:15am to 3:15pm. Both of our teachers are working versus last year were one of them didn't work in the afternoon.

We are offering the butter braid fundraiser for dance. The dance students will make \$5 for every one they sell to go towards dance or anything they register for at the park district. The butter braids will cost \$13-\$14.

We are still doing research on splash pad to see if other districts are increasing to the \$10 an hour minimum

wage for Cook County even though municipal agencies are excluded from the \$10 an hour. Director Fullerton doesn't think the splash pad and building supervisors should make \$10 based on their job duties. Other positions will be increased to \$10 and other employees that made \$10 will have to be increased.

TREASURER'S REPORT

Commissioner Jerantowski moved, second by Commissioner Guisto to approve Claim Ordinance 738.

Ayes: Guisto, Jerantowski, Kosnick, Morgan, Peterson. Motion approved. The Invoice/Memo report was included in the board packet for a further explanation of the check register. Commissioner Morgan made note of the Investment Report December 31, 2016. Director Fullerton said she cashed in one CD for \$100,000 and then once we received the \$550,000 bond from Byline Bank then she opened one \$100,000 CD for a month and one \$400,000 CD for one year. We need \$100,000 for the plow and for the KP gym floor for this year so far.

Commissioner Jerantowski moved, seconded by Commissioner Guisto approve the Operating Statement for December 31, 2016. Ayes: Guisto, Jerantowski, Kosnick, Morgan, Peterson.

DIRECTOR'S REPORT

\$550,000 General Obligation Limited Tax Park Bond 2016:

We closed on the \$550,000 General Obligation Limited Tax Park Bonds, Series 2016, from Byline Bank on December 20 as expected. The check was deposited in our Standard Bank checking account.

Employee Discount Program Report:

In the board packet was a tally of the total amount employees spent on registering for programs and the discounted amount they received from the Fall of 2015 to the Summer of 2016 and previous years above it. From Fall 2015 to Summer 2016 employees received a discount of \$773 compared to \$460.75 from the previous year. The total paid for programs by employees was \$1,365 from Fall to Summer compared to \$797.25 from the previous year. The total cost would have been \$2,138 compared to \$1,258 from the previous year if they had to pay the full resident rate with no discount. This report is only for programs, not for fitness center and walking track members. Employees received \$1,047.50 in dance discounts and paid \$355.50 in program fees.

Employee Recognition Program:

We want to add a little more the Employee Recognition Program. The program would be two different types of award programs; i.e., one award for year round staff to be given in March and one award for summer staff which could also include a part time or full time employee (for both awards). We would give a \$200 check in March to an employee that works year round who received employee of the year. Then there would be another award at the end of the summer and that would be a \$100 check. Any staff that work September to May would be included in the year round staff award. Also, the nominees will receive a Golden Ticket award. The Year Round Golden Ticket Nominees will receive a \$50 award and the Summer Nominees will receive a \$25 award. Then the Year Round Golden Ticket Winner will receive \$200 and the Summer Golden Ticket Winner will receive a \$100. So the addition to this is there will be awards for employees that were nominated but did not receive the employee of the year/summer award. The judges will be the maintenance director, recreation director, administrative assistant and the executive director. Total cost of the recognition program is \$525. Commissioner Kosnick asked why the recreation assistant wasn't voting. Director Fullerton said because he doesn't supervise employees and is not part of the management team.

Election for Park District Commissioner:

All four current commissioners filed for the election in this order and no one else:

Joann Jerantowski – 4 year term

Patrick Kosnick – 4 year term

Robert Peterson – 2 year term

Sandra Morgan – 4 year term

Statement of Economic Interest:

Director Fullerton said she has updated the list of who will receive the Statement of Economic Interest in 2017. Cook County has four commissioner’s email address so they can file electronically and one commissioner will filed through the general email address. All commissioners should be receiving a notice after February 1 and you have until May 1 to file.

Standard Bank to First Midwest Merger:

Included in the Board packet was some paperwork that the commissioners need to sign for our collateralized deposits. This is the first set of paperwork to sign for the merger from Standard Bank to First Midwest Bank. The merger will be on February 6. We will be charged fees and Director Fullerton will give the commissioners updates as the bank statements come in and there will be more fees the second year. Some of the charges are for deposit slips, bounced checks, printed bank statements, coin and cash deposits, ACH transfers, etc. Commissioner Guisto asked if First Midwest keeps charging higher fees would we look at other banks in the area. Director Fullerton said yes after a year from now. Director Fullerton attended a South Suburban Director’s meeting asking if anyone did a request for proposals for banks and Homewood Flossmoor said yes it was a request for qualifications and Pleasant Dale said they just called and got quotes and did switch banks.

Miscellaneous:

The November fitness center and walking track report was included in the board packet. The itinerary for the January Park Conference was included in the Board packet. Director Fullerton went over her vacation dates in early February. Dave Trudeau and Director Fullerton went to court on December 16. We are all finished with the vehicle accident from September 28 since the full amount has been paid.

There will be two Board meetings in February. Our regular meeting on February 13 is at 7pm and the special meeting to go over raises if we need it and that will be on Monday, February 20 at 6pm. Director Fullerton asked if in July the board packet could be delivered on Thursday, July 6 due to July 3rd as a holiday off. Commissioners were fine with that.

Commissioner Guisto moved, second by Commissioner Kosnick to adjourn to the next regular board meeting. Ayes: Guisto, Jerantowski, Kosnick, Morgan, Peterson. Motion approved.

The meeting was adjourned at 7:59p.m.

Secretary

ATTEST:

President