

**MINUTES OF THE FEBRUARY 10, 2016
PARK BOARD OF COMMISSIONERS MEETING**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, February 10, 2016 at the Plainfield Township Community Center, 15014 S Des Plaines Street, Plainfield.

CALL TO ORDER/ ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:00 pm with the following members present: Ayres, Hurtado, Kazmark, Newton, Poling, Steinys, Ludemann

Absent: None

Staff members present: Carlo Capalbo, Executive Director
Wendi Calabrese, Executive Assistant / Secretary
Cheryl Crisman, Director of Recreation
Maureen Nugent, Director of Finance & HR / Treasurer
Jennifer Rooks-Lopez, Director of Parks & Planning
Matt Campbell, Attorney

There were 4 members of the public in attendance.
Commissioner Ayres the pledge.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the consent agenda which included minutes of the January 13, 2016 Park Board of Commissioners special meeting/public hearing, January 13, 2016 Park Board of Commissioners regular meeting; interim check numbers 93982-94055 totaling \$224,820.23 with Check Numbers 94001 & 94045 Totaling \$0.00 voided with direct deposits totaling \$99,749.27; bills and claims check numbers 94056-941231 totaling \$428,540.97 with check numbers 94059, 94060, 94061, 94062, 94063, 94064, 94065, 94066, 94067, 94068, 94069, 94070, 94071, 94078 & 94079 totaling \$0.00 voided; and the Treasurer's Report December, 2015. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

1. Commissioner Recognition

Commissioner Poling was recognized for achieving Notable Board Member status in the IAPD Board Development Program.

Commissioner Ludemann was recognized for achieving Master Board Member status in the IAPD Board Development Program.

- The District received 3rd Place at the Soaring to New Heights Conference for its Social Media Campaign for Scout the Fox.
- The NTEC paddock shelters are under construction and will be out this spring. Through the parks staff's ingenuity, they redesigned them to be portable.
- The Daddy Daughter Dance is this Friday at 6:00 pm.
- Copies of the 2016-2020 Comprehensive Master Plan and the Fiscal Year 2016 Goals and Objectives for the District, departments and individuals are at your place at the table.
- The Resolution for removal of the deed restriction for the Memorial has been filed with the County and we are in the process of proceeding with the land swap with the Village of Plainfield.

COMMITTEE REPORTS

A. Capital & Development

Commissioner Newton said the committee met February 1 to discuss various items. One of the items discussed was leasing vehicles instead of purchasing them which staff will continue to investigate. The committee also discussed the request to rename Bott Park and the executive director has spoken to Mr. Bott. The committee discussed a master plan for Four Seasons Park which we will not be proceeding with. A feasibility study for a pool and facility is an action item this evening.

B. Finance & Liability

Did not meet, no report.

C. Personnel & Policy

Commissioner Poling said the committee met February 1 to review the employee handbook and the committee will be meeting again.

D. Recreation & Marketing

Commissioner Kazmark said that the committee met February 1 and Director Crisman reviewed program statistics from the fall/holiday season which are included in the board packet. Commissioner Kazmark said that the goals for sponsorships for the upcoming brochure have almost been met.

E. Governance & Accountability

Did not meet, no report.

ACTION ITEMS

A. Pool and Facility Feasibility Study

A motion was made by Commissioner Newton that the Park Board of Commissioners authorize the Executive Director to enter into a contract with Design Perspectives, Inc. for an aquatic and community center feasibility study at base cost of \$9,500 pending attorney review and revision. Seconded by Commissioner Ayres. Commissioner Steinys said he wants to be sure that an indoor pool is part of what is looked at for the recreation center. Commissioner Poling commented that for the feasibility study there should be greater input than what was included in the master plan from the Board for the vision of the future of the District. Commissioner Poling added that she would like to wait until after the election and see what happens with the library referendum before putting money into a study. Commissioner Steinys said that we need to provide our residents with indoor recreation during the winter months and to produce revenues. The Board asked staff to work with the consultant to add an additional Board visioning meeting into the schedule. The Executive Director suggested scheduling a workshop to discuss future planning for the District separate from the feasibility study meetings. Roll Call: Newton-Yes, Ayres-Yes, Hurtado-Yes, Kazmark-No, Poling-Abstain, Steinys-Yes, Ludemann-Yes. Motion Carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. Closed Session Minutes

A motion was made by Commissioner Hurtado that the Park Board of Commissioners approve the January 13, 2016 closed session minutes and that they remain closed. Seconded by Commissioner Steinys. Roll Call: Hurtado-Yes, Steinys-Yes, Ayres-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

B. Capital and Funding Forecast

Executive Director Capalbo and Director Nugent presented a 3 year financial forecast which included capital projects and financing sources to the Board.

BOARD INITIATIVES

- Work with Design Perspectives to add an additional Board visioning meeting to the feasibility study.
- Schedule Board Workshop for Future Planning – Wednesday, February 24 at the Rec/Admin Center at 6:00 pm.

COMMISSIONER COMMENTS

A. Conference Reports (IAPD/IPRA Soaring to New Heights Conference)

Commissioner Kazmark

- Commissioner Kazmark will have a report next month.

Commissioner Poling

Commissioner Poling submitted a written report that will be included with the weekly update to the Board. Commissioner Poling gave a verbal report about a 2 part session she attended and found very beneficial about grant funding for arts.

Commissioner Ludemann

Commissioner Ludemann gave a verbal report Maximizing Your Leadership, Boardsmanship Parts 1 & 2, Highly Effective Boards, recognized , the expo and products and services available, Park Board Wars, What Commissioners Need to Know About Employment Litigation, the Rapidly Evolving Law of Employee Protected Activities and the IAPD Annual Business Meeting. Commissioner Ludemann encouraged any Commissioners who have never attended the Conference to do so.

- Commissioner Hurtado congratulated Commissioners Poling Ludemann on their achievements in the Board Development Program.
- Commissioner Ludemann congratulated Marketing for the Scout campaign's 3rd place win and encouraged the Board members to participate in the Board Development Program.

CLOSED SESSION

The Board did not go into closed session.

ADJOURN

A motion was made by Commissioner Hurtado that the Park Board of Commissioners adjourn the meeting at 7:12 pm. Seconded by Commissioner Steinys. Ayes-7 Nays-0

Respectfully Submitted,



Wendi Calabrese, Secretary