

**HANOVER PARK PARK DISTRICT
1919 WALNUT AVENUE
HANOVER PARK, ILLINOIS 60133
BOARD OF COMMISSIONERS WORKSHOP MEETING
COMMUNITY CENTER BOARDROOM
MONDAY, SEPTEMBER 17, 2018 7:00 P.M.**

MINUTES

CALL TO ORDER

The Park Board of Commissioners Workshop Meeting of Monday, September 17, 2018 was called to order by President Morrison at 7:00 p.m.

Upon the roll being called, the following answered:

ROLL CALL

Commissioners Present:	3	Commissioner Duesing, Morgan, and President Morrison
Commissioners Absent:	2	Commissioners Andrews and Elkins
Staff Present:	6	Executive Director O'Brien, Superintendent of Recreation Cox, Superintendent of Parks & Planning Villar, CCAC Manager Kress, Business Supervisor Santucci, and Administrative Secretary Mislevy
Staff Absent:	0	None
Guests Present:	1	Ed Tracy (Seldon Fox)

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A motion was made by Commissioner Duesing and seconded by Commissioner Morgan to approve the Agenda as presented.

There being no further discussion the following answered:

Ayes:	3	Commissioners Duesing, Morgan, and President Morrison
Nays:	0	None
Abstain:	0	None

Motion carried.

MATTERS FROM THE PUBLIC

None

STAFF REPORT

Executive Director O'Brien reminded the Board of the upcoming Meet Us At Your Parks meeting on Saturday, October 22 at East Harbor Park. He also informed the Board that commissioner elections were coming up in the spring. Commissioner Morgan shared that he wouldn't be seeking a re-election, but that he's appreciated his time on the Park Board and would remain on the Foundation Board of Trustees. President Morrison announced that Commissioner Andrews will also not be seeking re-election, but that the Board appreciated both her and Commissioner Leonard's service. Executive Director O'Brien informed the Board of the upcoming Open House for NWSRA's Snoezelen Room. Recreation Superintendent Cox informed the Board of an agreement that's being drafted in order to bring the District's Before and After School program back into Greenbrook Elementary school. CCAC Manager Kress informed the Board that the Club will be working closely with Marketing Supervisor Gomez in order to boost interest in fitness classes. Superintendent of Parks & Planning Villar then provided the Board with an update on the four-court tennis dome deflation situation. Commissioners and staff discussed the details of the results from the mechanical parts inspection. Commissioner Duesing asked if

staff anticipated the dome being down all winter and Executive Director O'Brien responded that staff's hope was that it would be up before the end of winter.

PUBLIC POLICY PROGRAM UPDATE

Executive Director O'Brien informed the Board that the Campaign Committee was working toward their fundraising goal. Commissioner Duesing asked if there was any way for the Campaign Committee to include information regarding the difference between the District and the Village on the newsletters they're planning to send out. Executive Director O'Brien assured Commissioner Duesing that would be discussed before the Committee's next meeting.

LEGISLATIVE UPDATE

Executive Director O'Brien informed Commissioners and staff that legislators were home campaigning and are scheduled to return to Springfield in mid-November. Commissioner Duesing asked about Campaign Committee representation at the next Hanover Township meeting, to which Executive Director O'Brien informed how that responsibility would belong to one of the sub-committees.

FINANCE / ADMINISTRATION

A. Review the Statement of Cash Receipts and Disbursements (May 1 2017 through August 31, 2018)

Business Supervisor Santucci informed the Board that the District was a third of the way into its Fiscal Year and that DuPage County tax monies came in a little earlier than last year, as reflected in the Statement.

B. Review 2018 Annual Financial Report and discuss audit – Ed Tracy, Seldon Fox

Ed Tracy, the Executive Vice President at Seldon Fox, provided the Board and staff with background information regarding how their auditors perform the audit, as well as highlighted the minor adjustments made and reflected in the District's Financial Report. He relayed to the Board that the audit went smoothly and thanked the Business Office for all their help and hard work throughout the year, but especially during the audit. The Board thanked Ed Tracy for his time and overview of the 2018 Annual Financial Report.

PARKS

A. Review Park Inspections and Related Reports

District staff and commissioners discussed the handling and outcomes of the incidents reported in this month's Accident Review Committee minutes.

B. Code Violation Notices Update

Executive Director O'Brien confirmed that 114 of the 132 Village-issued code violations have been completed. Fourteen of the eighteen remaining violations are currently unfunded and the Village has been informed of this fact. He then recognized Superintendent of Parks & Planning Villar and the rest of the Parks Department staff for their diligent work on resolving these violations.

C. Clauss Mowing Report August 2018

President Morrison asked if there was anything out of the ordinary regarding this mowing report. Superintendent of Parks & Planning Villar confirmed that there was nothing out of the ordinary and that Clauss Brothers continued to do an excellent job.

RECREATION

None

CCAC

A. Review Resident Apology Letter to CCAC

CCAC Manager Kress provided the Board with context regarding this resident apology letter to CCAC. She explained that Centre Court was forced to ban the resident due to the resident repeatedly violating Centre Court and the District's code of conduct. The resident received a formal letter, per protocol, which explained the reason for their banishment, the length of time this would entail, and the formal process the resident would need to take regarding appealing this decision. The resident wrote a formal apology and met with CCAC Manager Kress regarding their regretful behavior and to ask for approval for them to return to CCAC. CCAC Manager

Kress informed the Board that the formal procedure is for the Board to review this letter and hold a formal vote whether or not to allow this resident's access to CCAC. CCAC Manager Kress expressed the recommendation that the Board considers allowing the resident the choice to re-purchase a CCAC membership under the knowledge that any future violations to CCAC and the District's Code of Conduct would result in an immediate ban from Centre Court.

CORRESPONDENCE

None

OTHER

President Morrison highlighted the following items:

- A. Family Nerf Battle – Friday, September 21, 2018 @ 8pm – Community Center Gym
- B. Meet Us @ Your Parks Special Meeting – Saturday, September 22, 2018 from 9-11am @ East Harbor Park
- C. Next Foundation Meeting – September 24, 2018 @ 6pm
- D. Next Regular Board Meeting – September 24, 2018 @ 7pm
- E. Meet Us @ Your Parks Special Meeting – Saturday, September 29, 2018 from 9-11am @ Anne Fox Park
- F. Village's Corks & Crafts Event – Saturday, September 29, 2018 from 11am-4pm @ Ontarioville Park
- G. Meet Us @ Your Parks Special Meeting – Saturday, October 6, 2018 from 9-11am @ Ahlstrand Park
- H. Columbus Day – Monday, October 8, 2018 – Community Center and CCAC closed

Executive Director O'Brien corrected the agenda, stating that this is a holiday for all full-time staff, but that part-time staff would still be manning front desks at the Community Center and CCAC.

- I. Next Workshop Meeting – October 15, 2018 @ 7pm

Commissioner Duesing asked if any headway had been made regarding getting the Village to market the District's Meet Us At Your Parks meetings on their electronic signs. Executive Director O'Brien informed that the Village is already using their electric signs to market their own events.

ADJOURNMENT

A motion was made by Commissioner Morgan and seconded by Commissioner Duesing to adjourn the Board of Commissioners Workshop Meeting, September 17, 2018 at 7:40pm.

There being no further discussion the following answered:

Ayes:	3	All
Nays:	0	None
Abstain:	0	None

Motion carried.

Respectfully submitted,

Bob O'Brien
Board Secretary
BO:LAM