

Round Lake Area Park District  
Regular Board Meeting  
February 9, 2023  
6:00 p.m.

**PLACE OF MEETING:**

Robert W. Rolek Community Center  
814 Hart Road  
Round Lake, IL 60073

**I. ROLL CALL**

Park District Board President Timothy Pasternak called the meeting to order at 6:00 p.m. Commissioners in attendance were Sarah Green, Nick Metropulos and Christine Gentes. Commissioner Paul Hollingsworth was absent. Staff in attendance included Executive Director Bob Newport, Director of Operations and Recreation Katie Gamroth, Finance Department Manager Jennifer Baker, Superintendent of Parks Ane Olivares, Superintendent of Recreation Ben Versnik, Human Resource Manager Jennifer Ruehrdanz, Marketing Manager Melissa Hollander, Superintendent of Facilities Matt Netrefa, Building Services Manager Lyle Perry, Golf Grounds Manager Sandy Bemis, and Golf Pro/Manager Brad Rouse.

**II. PLEDGE OF ALLEGIANCE**

**III. CONSIDERATION OF & POSSIBLE ACTIONS ON ANY REQUEST FOR ELECTRONIC PARTICIPATION IN THE MEETING**

None.

**IV. AUDIENCE COMMENTS**

Sarah Wright introduced herself as a Round Lake resident looking to learn more about the district.

**V. APPROVAL OF THE AGENDA**

**MOTION:** Gentes moved to approve the agenda for the Regular Board Meeting of February 9, 2023, as presented.

**SECOND:** By Green.

**VOTE:** By roll call. All ayes. Motion passed.

**VI. DIRECTOR'S REPORTS**

**A. Annual Renwood Golf Information and Recommendations for 2023 Season**

Newport thanked the staff and Metropulos for their time and effort that was put into this report. Rouse commented that Renwood has continued to be busy and has a lot going on. Rouse recommended an increase in the 2023 fees. Rouse noted that many courses increased their fees in 2022 and Renwood did not. The biggest proposed increase is seen in the 18-hole cart rental fee. Metropulos commented that the increased fees keep

Renwood competitive with local courses. Bemis noted that Renwood also has more to offer with the covered range and simulators. Gentes asked for clarification on the Frequent Play Cards. Rouse responded that a player would purchase a card for \$50 and then pay a discounted rate each time they came to play. If a player plays eight to nine rounds a season, then they have paid for their frequent player card. Rouse noted that the season passes sold have decreased from year to year, but feels there is still value in offering them. Rouse highlighted that Renwood brought in around \$15,000 in pass sales, simulator, and range use on the February 2 Groundhog Day special. Metropulos asked when the first simulator opened. Rouse answered the first simulator was set up two years ago in the Pro-Shop, and that one will be available year-round.

MOTION: Green moved to approve the proposed fee increases for Renwood's 2023 season.

SECOND: By Metropulos.

VOTE: By roll call. All ayes. Motion passed.

#### B. Annual Investment Policy Review

Newport stated there was no change to the policy. Baker added that the district tries to diversify as much as possible.

### VII. NEW BUSINESS

#### A. Commissioner Comments

Pasternak commented that the annual Illinois Parks and Recreation Association conference was great, and thanked staff for participating. Pasternak encouraged all commissioners to attend next year.

### VIII. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of January 12, 2023.

B. Approval of Cash Expenditure Transactions for the Month of January 2023.

Gentes questioned the amount that was paid to independent contractor Shotokan Karate, and inquired if that program could be brought in-house. Gamroth noted that Shotokan Karate is on the approved 70/30 split and, due to the specialized nature and current following of the program, that a change at this point could be detrimental to the program.

MOTION: Gentes moved to approve the Consent Agenda of February 9, 2023, as presented.

SECOND: By Green.

VOTE: By roll call. All ayes. Motion passed.

### IX. COMMITTEE REPORTS

#### A. Finance

##### 1) Monthly Statements

Baker noted that the bond issuance would be closing by March and information would be brought to the board.

## B. Program and Facility Monthly Reports

### 1. Risk Management/Human Resources

Staff provided a written report. Newport commented that the precious metals are what people were after on the catalytic converters that were stolen. Newport noted that there is no camera footage of the crime and that the Parks team is working on a wrap or plate to secure the new ones.

### 2. Renwood Report

Staff provided a written report.

Rouse noted that the range and simulators are heavily used. Gentes asked what is currently being served in the clubhouse. Rouse commented that they do have hot dogs and burgers available, but beverages were being consumed the most. Rouse noted that staff are working on having a more consistent menu for the upcoming season. Pasternak asked how the Renwood beehives are doing. Bemis stated they are down to three groups of bees from four, and provided a detailed explanation of how a hive picks a new queen. Rouse added that Round Lake High School will have a golf team again and use Renwood as its practice facility.

### 3. Recreation Operations Report

Staff provided a written report.

Pasternak asked staff present to share a takeaway from one of their conference sessions.

- Netrefa described the task/time analysis session he attended, and that the benefits from implementing one included: determining the amount of time spent on daily tasks, identifying blind spots in staffing or training, identifying equipment need, and how to utilize resources the best way.
- Olivares commented on how the bidding session was beneficial to make sure the district is appropriately putting out bid information.
- Hollander expanded on the diversity in marketing session and noted her most interesting takeaway was changing your verbiage from resident and non-resident to in-district and out-of-district to be more inclusive.
- Versnik commented on the “Managing Staff Who Are All Different” session and that there is no one-size-fits-all for managing people.
- Newport expanded on the diversity, equity, and inclusion session he attended and will be presenting a DEI statement for approval in the upcoming month.

Gentes questioned why dance participants are purchasing their own costumes. Gamroth explained that it is very time-consuming and costly for staff, as the district then has to follow up collecting money from participants. Pasternak asked if there have been any maintenance challenges over the past month. Netrefa commented that projects are running smoothly, the CDC floors should be completed on time, the doors are in the final stage of completion getting keyed, and that the maintenance team has a new staff member. Pasternak asked about CDC participation. Gamroth commented that the classrooms are currently full and

a waitlist is available. Gamroth explained that there would need to be a minimum of eight kids of the same age range on the waitlist to open a new classroom.

4. Parks Report

Staff provided a written report.

Olivares commented that the sled hill has been heavily used during the past few weeks.

**XII. ADJOURNMENT**

MOTION: Gentes moved to adjourn the Regular Board Meeting of February 9, 2023.

SECOND: By Green.

VOTE: By Roll Call. All Ayes. Motion passed.

Park Board President Pasternak adjourned the Regular Board Meeting of February 9, 2023, at 6:58 p.m.

Respectfully Submitted.

/s/ Timothy Pasternak  
Timothy Pasternak, Park Board President

/s/ Katie Gamroth  
Katie Gamroth, Assistant Park Board Secretary

3/9/2023  
Date Approved