Round Lake Area Park District
Regular Board Meeting
February 11, 2016
6:00 p.m.

PLACE OF MEETING:

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

I. ROLL CALL

Park Board President Paul Hollingsworth called the meeting to order at 6:00 pm. Commissioners in attendance were Timothy Pasternak, Jennifer Blum, Christine Gentes and Paul Hollingsworth. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Recreation Services Director Ross Bertone, Parks and Buildings Services Director Jeff Lurquin, Finance Department Manager Karen Jackson, Marketing Manager Jill Ganan, Recreation Facilities Manager Scott McClaskey, Special Recreation Manager Jessica Findley, CDC Manager Joan Ellis, Registration Manager Dawn Rhoades, Golf Pro/Manager Brad Rouse, Golf Grounds Manager Sandy Bemis, Chief of Ranger Police Keith Kalodimos, Parks Manager Ane Olivares and Building Services Manager Lyle Perry.

II. PLEDGE OF ALLEGIANCE

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

None.

IV. CORRESPONDENCE

A). Lake Bluff Park District Letter Regarding Joint Legislative Committee Breakfast
B). State Representative Sam Yingling Letter Regarding Economic Development Forum

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION: Commissioner Pasternak moved to approve the agenda for the Regular Board Meeting of February 11, 2016 as presented.
SECOND: By Commissioner Blum.
VOTE: By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Child Development Center Annual Report

Executive Director Newport presented the annual Child Development Center Annual Report and Proposed Goals for 2016-2017 and turned the lead of the discussion to Recreation Services Director Ross Bertone and CDC Manager Joan Ellis. Joan asked if there were any questions on the content of the report. Commissioner Gentes stated that she liked the idea of doing a reunion picnic and asked about the Crossfit program being investigated. Joan stated that the investigation into the Crossfit program was preliminary but would be child appropriate if feasible. Joan then reviewed the area fee survey and noted enrollment has been strong and that the district had not increased fees since the 2013-2014 school year. She added that the proposal included a 3% tuition increase in the Full-Day and Half-Day programs only and for the school age program that an additional fee would be charged for no-school day attendance which would also be offered to all families not just those attending the district's before or after school programs. The board discussed the 2016-2017 goals and asked about the scholarship program at Site II. Joan stated that staff would apply for the funding for the 2016-2017 school year with the assistance of B.E.S.T. Kindergarten Readiness Committee.

MOTION: Commissioner Pasternak moved to approve the goals for the 2016-2017 school year and fee increases outlined in the report.
SECOND: By Commissioner Gentes.
VOTE: By roll call. All ayes. Motion passed.

B. Auditor Renewal

Executive Director Newport presented a proposal from the park district's external auditors Lauterbach & Amen, LLP for auditing services covering fiscal years ending June 30, 2016 through June 30, 2020. He stated that staff has been really satisfied with Lauterbach & Amen's staff and the quality of work they have provided in the past and that they had been very easy to communicate with. Ha added that they had provided advice on several issues the staff has presented to the board including the deficit balances in the golf course and pool funds, assisting in establishing and reviewing policies and the current usage of purchasing cards by staff. Commissioner Gentes asked what the single audit fees were discussed in the proposal. Business Services Director Carl Hauser stated that was for an additional audit required if the district were to receive federal based grant funding in excess of $600,000.

MOTION: Commissioner Blum moved to approve the proposal from Lauterbach & Amen, LLP for auditing service covering June 2016 through June 2020 for the fees outlined therein.
SECOND: By Commissioner Gentes.
VOTE: By roll call. All ayes. Motion passed.

C. General Information

1. IMRF General Memorandum #659

Executive Director Newport reviewed the memo and the fact that member agency balances would be reduced to cover earnings shortfall and that future employer rates would go higher based on the five year averaging system used by IMRF.

VIII. NEW BUSINESS

None.

IX. CONSENT AGENDA

A. Approval of Regular Board Meeting Minutes of January 14, 2016.
B. Approval but Not the Release of Executive Session Minutes of January 14, 2016.
C. Approval of Cash Expenditure Transactions for the month of January, 2016.

MOTION: Commissioner Pasternak moved to approve the Consent Agenda of February 11, 2016 as presented.
SECOND: By Commissioner Blum.
VOTE: By roll call. All ayes. Motion passed.

X. COMMITTEE REPORTS

A. Finance

1) Monthly Statements

Finance Department Manager Karen Jackson's presented the monthly financial statements and a written report.

B. Program and Facility Reports

1) Recreation Monthly Reports

Ross Bertone and the recreation staff provided written reports. Ross stated that the district new registration system went live on February 3, 2016 and that members of the public had already used the online feature to register for programs and to purchase a pool pass. Ross thanked all of the recreation and registration department staff for their help in the process of updating to the new software. Ross added that the Frosty Footrace was scheduled for February 28, 2016. Commissioner Gentes asked if there was demand for summer recreation camp attendance for one day a week only and Ross stated that there was and in the past staff was accommodating the best they could. Ross noted that the Trailblazers Camp was still a minimum of two days per week and that the Theater Camp was an all summer commitment.

2) Golf Course
Brad Rouse provided a written report. Brad added that a new league was confirmed from Abbott that would meet on Thursday evening and would average 40-45 golfers per week.

3). Golf Course Maintenance
Sandy Bemis provided a written report.

4). Ranger Report
Chief Keith Kalodimos provided a written report.

5). Risk Manager Report
Sherry Koch provided a written report. Executive Director Newport added that the safety committee was investigating additional shade structures, lighting around the Rolek Center and ordering orange safety backpacks for staff to be used in summer camp and throughout the year.

6). Parks Report
Jeff Lurquin provided a written report. Jeff stated that bid specification packages would be available for Shagbark Park on Friday, February 12, 2016. He said that the school children selected the playground from product display boards. Jeff added that the home inspection was completed and that there were no items of concern based on the age of the house other than the roof rafters on the garage that were sagging as they were spaced at 48 inches instead of 24 inches and that both roofs needed replacement.

7). CDC Report
Joan Ellis provided a written report.

8). Marketing Report
Jill Ganan provided a written report. Jill added that the brochures for Spring programs and Summer Camps had been mailed after a short delay due to the bulk mail scale at the post office being fixed.

9). Registration Report
Dawn Rhoades provided a written report.

XI. EXECUTIVE SESSION

a) Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Chapter 5ILCS Section 120/2(c)(1) of the Open Meetings Act.

There were no items for discussion.

XII. ADJOURNMENT

MOTION: Commissioner Pasternak moved to adjourn the Regular Board Meeting of February 11, 2016.
SECOND: By Commissioner Blum.
VOTE: By Roll Call. Motion passed.

Park Board President Hollingsworth adjourned the Regular Board Meeting of February 11, 2016 at 6:30 p.m.

Respectfully Submitted.

\s\Carl Hauser
Carl Hauser, Board Secretary

3/10/2016
Date Approved