

1. **Call the Meeting to Order**

President Lange called the meeting to order at 6:30 pm.

2. **Roll Call**

At 6:30 pm roll call was taken:

Present: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Absent: None

Also Present: Matt Ellmann, Executive Director; Ray Chaussey, Director of Parks and Facilities; Tony Perry, Director of Golf Operations; Karin Schindel, Director of Administration and Finance; Michele Silver, Director of Recreation; Carolyn Mondlock, Recording Secretary.

Members of the Public:

Rick Poole, Executive Director for NEDSRA

Yvonne Spanos, staff; her family: Leslie Beulle and son, Mr. Spanos

Angela Minichiello and Griffin Price, park district staff

Mike Bersani, park district attorney, *arrived 7:30 pm*

3. **Pledge of Allegiance**

The Board, staff and members of the public present stood for the Pledge of Allegiance.

4. **Additions to Agenda** (*for discussion purposes only*)

There were no additions to the agenda. Agenda Item 7A was removed from the agenda because the representative from Williams Architects was not able to be present at the meeting.

5. **Approval of Consent Agenda Items (Roll Call)**

- A. Approval of the minutes of the Special Meeting of September 23, 2014.
- B. Approval of the minutes of the Executive Session of September 23, 2014.
- C. Approval of the minutes of the Special Meeting of June 18, 2015.
- D. Approval of the minutes of the Regular Meeting of June 23, 2015.
- E. Approval of the minutes of the Executive Session of June 23, 2015.
- F. Approval of the monthly expenditures, totaling \$551,062.82, covered by checks nos. 77967 through 78183 (\$267,633.79) and payrolls of 6/19/15 (\$91,438.88), 7/3/15 (\$95,471.29) and 7/17/15 (\$96,518.86).

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to approve the minutes of the Special Meeting of September 23, 2014; the Executive Session of September 23, 2014; the Special Meeting of June 18, 2015; the Regular Meeting of June 23, 2015; the Executive Session of June 23, 2015; and the monthly expenditures, totaling \$551,062.82, covered by checks nos. 77967 through 78183 (\$267,633.79) and payrolls of 6/19/15 (\$91,438.88), 7/3/15 (\$95,471.29) and 7/17/15 (\$96,518.86).

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

6. **Written and Public Communication**

- A. Public Comments – none
- B. Written Correspondences – none

- C. Introduction of Rick Poole – Executive Director for NEDSRA – Director Ellmann introduced the new Executive Director of NEDSRA, Rick Poole. Rick thanked the Board for having him and said he appreciates all the support given to NEDSRA and its programs. The Board welcomed Rick.

Rick Poole departed the meeting at 6:36 pm.

- D. Presentation of a Certificate of Appreciation – Yvonne Spanos, former Dance Instructor – President Lange thanked Yvonne Spanos for 27 years with the Wood Dale Park District and presented her with a Certificate of Achievement and Dedication. Pictures were taken. Yvonne's son and niece were present. Yvonne said retiring was a difficult decision to make. She taught some dance students for 14 years, and they feel like her children. She's loved every minute of teaching dance and commended the support of the park district to her and the program. She said she has enjoyed the job and has felt lucky and blessed all these years.

Yvonne Spanos, her son and niece departed the meeting at 6:40 pm, along with Wood Dale Park District staff Angela Minichiello.

7. New Business

- A. Presentation of Golf Course Facility Existing Conditions Assessment – Removed from the agenda.
- B. Approval of Intergovernmental Agreement between the City of Wood Dale and the Wood Dale Park District for the City's temporary use of park district property for the City's 2015 Prairie Fest – The Board had no comments and a motion was made.

It was moved by Commissioner Stimpson, seconded by Commissioner Sbertoli, to approve the Intergovernmental Agreement between the City of Wood Dale and the Wood Dale Park District for the City's temporary use of park district property for the City's 2015 Prairie Fest.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

- C. Semi-Annual review of Executive Session minutes and approval to release minutes identified – Director Ellmann reminded the Board that as part of the Open Meetings Act, every six months a review is required of the closed session minutes to see if they may be made available for public inspection or if they need to continue to be kept confidential. In addition, the Board is to review the recordings to determine same.

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, that the Wood Dale Park District Board of Commissioners, having this date conducted the semi-annual review of its closed executive session meeting minutes as required by the Open Meetings Act, find that the following closed executive session meeting minutes previously determined in past semi-annual reviews to require confidentiality are not suitable for release and inspection by the public. Commissioner Sbertoli read the meeting minutes dates as follows:

March 24, 2015	August 19, 2014	April 9, 2013
October 21, 2014	May 27, 2014	October 30, 2012
October 2, 2014	July 23, 2013	September 22, 2006 (2 sets)
August 26, 2014	May 7, 2013	April 22, 2003

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

D. Semi-Annual review of Executive Session minutes and approval to continue to keep closed minutes identified –

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson, that the Wood Dale Park District Board of Commissioners, having this date conducted the semi-annual review of its closed executive session meeting minutes as required by the Open Meetings Act, find that the following closed executive session meeting minutes previously determined in past semi-annual reviews to require confidentiality, continue to require confidentiality and should not be released at this time. Commissioner Pokorny read the meeting minutes dates as follows:

February 28, 1989	February 24, 1998	July 10, 2013
January 24, 1995	June 22, 1999	August 27, 2013
February 28, 1995 (2 sets)	May 27, 2003 (2 sets)	March 25, 2014
May 23, 1995	January 25, 2005	July 22, 2014
June 27, 1995 (2 sets)	February 22, 2005	September 23, 2014
August 22, 1995 (2 sets)	March 22, 2005	November 19, 2014
August 29, 1995	September 28, 2010	January 27, 2014
September 1, 1995	April 26, 2011	April 7, 2015
May 28, 1996	May 24, 2011	April 13, 2015
June 25, 1996	July 26, 2011	May 11, 2015
August 24, 1996	December 11, 2012 (2 sets)	June 9, 2015
June 24, 1997	January 22, 2013 (2 sets)	
August 26, 1997	May 20, 2013	

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

E. Semi-Annual review of Executive Session minutes and approval to destroy recordings of meetings held prior to January 28, 2014 –

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, that the Wood Dale Park District Board of Commissioners, having this date conducted the semi-annual review of audio recordings made of Wood Dale Park District closed executive session meetings held prior to January 28, 2014, should be destroyed as permitted by the Open Meetings Act, and that all other audio recordings of closed executive session meetings require continued maintenance as confidential non-public records at this time. Commissioner Stimpson read the dates of the recordings as follows:

August 27, 2013; July 10, 2013; and February 19, 2013

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

F. Approval of Resolution R-16-05 – Ratifying NEDSRA board action approving modified terms for past pension plan contributions repayment to member partners for FY 2015-

It was moved by Commissioner Sbertoli, seconded by Commissioner Schroeder, to approve Resolution R-16-05, a Resolution to Ratify NEDSRA Board action approving modified terms for past pension plan contribution repayment to member partners for FY 2015.

Director Ellmann gave an overview of NEDSRA's fiscal year 2015 past pension plan contribution repayment to member partners stating that NEDSRA was originally not part of the IMRF municipal retirement program but are now in line with other member agencies. He explained history in great detail and how the repayment works, repeating information from the Board packet.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

G. Approval of Pool Parking Lot Uses License Agreement with Al Hira Community Center –

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to approve the agreement with Al Hira Community Center for the 2015-2016 year.

Michele gave a brief summary of the agreement with Al Hira and their use of the pool's parking lot. She said the park district never charged the center until last year when the Board initiated an agreement with them to have up to 50 cars total and pay a nominal fee of \$100 per month so the park district could recover some maintenance costs of the parking lot. She said they have been good tenants. They only use the lot on Fridays for three hours and on special occasions.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

H. Approval of a Memorandum of Understanding between Wood Dale Park District and Bandits Football – 2015 season –

It was moved by Commissioner Stimpson, seconded by Commissioner Sbertoli, to approve the Memo of Understanding between the Wood Dale Park District and the Bandits for the 2015 Bandits season.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

I. Discussion of full-time employee bonuses and service awards – This agenda item was moved for discussion after Executive Session.

8. **Unfinished Business**

A. Items removed from Consent Agenda

No items were removed.

B. Update of branding initiative and preliminary logo and tagline development project – Griffin Price gave the Board a verbal update of his progress with the branding initiative. He said he would have some preliminary logos and taglines for the Board to review at a future Board

meeting. He explained that he conducted surveys and focus groups to obtain community and staff input but needs to do more research to determine future initiatives and strategy in order to move forward. He distributed information to the Board of his review process and his findings.

9. Executive Director's Report

Matt Ellmann, Executive Director, submitted a Director's report for the month of July. He highlighted the following:

- A. IAPD Membership & Costs – Director Ellmann educated the Board about the Illinois Association of Park Districts (IAPD). IAPD is the agency that represents the Board and is most notable for legislative advocacy to assure the best interests of all park districts. He said there has been talk in the news of the executive director's salary and explained that trustees from districts throughout the state determine his compensation and that what is being reported in the press is not accurate. The Board suggested writing a letter to the IAPD trustees to express displeasure with how the information is being handled.
- B. Miscellaneous items and updates:
- o Central Park sidewalk project – Commissioner Stimpson questioned whether the City's higher bid on this project will affect the amount the park district is funding. Director Ellmann confirmed that it will not affect the district's funding and that the district's share will remain the same.
 - o Last year the district received approval for a \$50,000 grant to address drainage and paving issues at the maintenance garage. The grant is from the State of Illinois Department of Commerce and Economic Opportunity (DCEO). The district received a letter about a month ago that said the grant is suspended, and any incurred expenses after June would not be eligible for reimbursement. The district received the initial start up funding of \$12,500, but the project is on hold for now.
 - o Director Ellmann told the Board that the last brochure is on different paper. The district has a new printer who is more reliable, and the most significant change is the picture quality. The next brochure will see layout changes. They discussed the distribution of the brochure.

10. NEDSRA Report

- A. General Update – NEDSRA was discussed in Agenda Item 7F. There were no further updates.

11. Recreation Report

Michele Silver, Director of Recreation, submitted a report for the month of July. She highlighted the following:

Attorney Bersani arrived at 7:30 pm.

- o The pool calendar inadvertently didn't make it into the Board packet, so Michele distributed it at the meeting.
- o The pool is down in revenues compared to same time last year due to weather. Last year saw \$3,404; this year \$2,369. July is looking better.
- o Michele ran a 50 percent discount sale on pool passes, and only two people took advantage of the sale. She re-ran the sale over the past weekend and received zero in sales.
- o Water Rats took third place in conference.
- o Baton team went to Nationals, receiving second place in twirling.
- o The movie in the park had about 70 people in attendance.
- o Free demo classes for new group exercise classes are being offered and seem popular with 45 people attending one.

- The fall brochure was posted to Facebook using “E-Flip” which enables the viewer to flip the guide more naturally online.
- Recreation staff is working with Bensenville and Bloomingdale park districts to package 5K races in order to offer more incentive to runners and package discounts.

12. Salt Creek Golf Club Report

Tony Perry, Director of Golf Operations, submitted a report for the month of July. Tony highlighted the following:

- Salt Creek Golf Course won, for the second year in a row, the “Best of the Best.” It is the only golf course to win back to back.
- Tony thanked Ray and his crew for finishing repairs to the pump house. Painting is next.
- TopGolf has been cutting the turf as requested by Salt Creek.
- Golf sales are only down 8.75% since the start of the fiscal year.
- Banquets are up.

13. Business Department Report

Karin Schindel, Director of Finance and Administration, submitted a report for the month of July. She highlighted the following:

- The financial software has been updated, which delayed the audit a couple days.
- Karin is looking into insurance updates and has learned that PDRMA is offering a health savings account that may be an option for employees.

14. Parks Department Report

Ray Chaussey, Director of Parks and Facilities, submitted a report for the month of July. He highlighted the following:

- Ray is working with the pool person/company that is fabricating the gutter piece to repair the gutter system. There are problems with the way the piece is fluted, so Ray is working closely with the contractor to resolve the problem.
- Ray and his staff are working closely with the City to prepare for Prairie Fest.

15. Commissioners Comments & Future Agenda Items for Consideration

Commissioner Schroeder suggested her copy of the Board packet be single-sided for ease of organizing.

16. Executive Session

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to enter into Executive Session at 7:49 pm for the purposes of “Probable or imminent litigation” pursuant to 5 ILCS 120(c)(11) of the Open Meetings Act.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to exit Executive Session at 8:42 pm and re-enter the General Meeting.

Ayes: Commissioners Lange, Pokorny, Sbertoli, Schroeder, Stimpson

Nays: None

MOTION CARRIED

Mike Bersani left the meeting at 8:43 pm.

17. Take Action, if any, on Items Discussed in Executive Session
No action taken.

7.I. New Business -- moved.

Discussion of full time employee bonuses and service awards – A discussion about policies and the review of them took place prior to but as a result of this agenda topic. Many of the policies, predating the current executive director, are fragmented and in different formats. The review of policies is on the Board Action Calendar; however, the current personnel policy manual is in need of revisions now. The discussion of whether to do a “red-line” of the current policy manual, versus presenting a new policy and pointing out what has been changed transpired.

Director Ellmann pointed out that PDRMA has a standard policy and can provide resources to assist in policy writing or revising. Staff will bring a recommended process and timeline to the Board at the next meeting.

The Board reviewed the current policies on service awards and bonuses. The awards and bonuses are taxed and considered IMRF wages. A long discussion ensued when a question arose about why the service awards are based on longevity and not on merit or performance. The policy predated most of those present in the room, and it was suggested that the policy was implemented at a time when employees were not compensated fairly. Since the district has conducted a compensation study and has brought all employees into the appropriate salary ranges, the Board feels that employees are currently compensated fairly and competitively.

The Board discussed potential changes to the program to be considered by the end of this fiscal year. The personnel policy manual needs to be rewritten, and it was suggested that a merit-based award program also be developed at that time. Staff reiterated that a timeline and process will be presented at the next Board meeting.

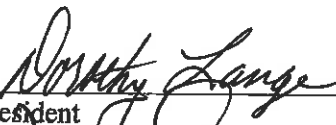
18. Adjournment

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to adjourn this General Meeting at 9:26 pm.


VOICE VOTE TAKEN. ALL IN FAVOR. MOTION CARRIED.

The next General Meeting of the Wood Dale Park District Board of Commissioners shall be held on Tuesday, August 25, 2015, at 6:30 pm.

Board Member Signatures:



President



Secretary