

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
NOVEMBER 15, 2010**

The Regular Board Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Facilities and Recreation Services), Rob Foster (Director of Golf & Park Maintenance), Janice Schnobrich, Lynette Foss, Bob Troyer, Dave McElvain

1. CALL TO ORDER:

President Gronau called the meeting to order at 6:31 p.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:

Commissioners: Considine, Douglass, Ehrhard, Nickels, Gronau

Commissioner Hart arrived at 6:32 p.m.

3. APPROVAL OF AGENDA:

A motion was made by Commissioner Ehrhard and seconded by Commissioner Considine to approve the agenda of November 15, 2010 with the following addition to Old Business: Item C: Ft Sheridan Master Plan.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

4. STATEMENT OF VISITORS:

None

5. APPROVAL OF MINUTES: October 18 Public Hearing

A motion was made by Commissioner Ehrhard and seconded by Commissioner Hart to approve the minutes of October 18, 2010 as presented.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

6. APPROVAL OF MINUTES: October 18 Regular Board Meeting

A motion was made by Commissioner Considine and seconded by Commissioner Hart to approve the minutes of October 18, 2010 as presented.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

7. APPROVAL OF MINUTES: November 6 Special Regular Board Meeting

A motion was made by Commissioner Hart and seconded by Commissioner Considine to approve the minutes of November 6, 2010 as amended: October 6, 2010 minute approval should indicate Commissioner Ehrhard abstained.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels,

Nays: None

Abstain: Gronau

Absent: McKendry

8. CONSENT AGENDA / FINANCE

A motion was made by Commissioner Considine and seconded by Commissioner Douglass to accept the items on the consent Agenda as presented.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

APPROVE INVOICE SCHEDULE: PERIOD ENDING NOVEMBER 1 & 15, 2010

A motion was made by Commissioner Considine and seconded by Commissioner Hart to approve the bills payable schedules for November 1 and November 15, 2010 in the following amounts.

GENERAL FUND	\$ 13,942.40
RECREATION FUND	\$ 23,088.65
PADDLE TENNIS	\$ 2,067.33
GOLF COURSE FUND	\$ 31,054.31
SWIMMING POOL FUND	\$ 4,569.44
FITNESS CENTER FUND	\$ 5,198.49
MASTER PLAN / CAPITAL FUND	\$ 2,540.60
FOR A TOTAL OF:	\$ 82,461.22

GENERAL FUND	\$ 8,727.72
RECREATION FUND	\$ 18,221.81
PADDLE TENNIS	\$ 187.45
GOLF COURSE FUND	\$ 19,515.54
FITNESS CENTER FUND	\$ 1,484.71
FOR A TOTAL OF:	\$ 48,137.23

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau
Nays: None
Abstain: None
Absent: McKendry

9. FINANCE

A. Treasurer and Monthly Budget Summary Report

Executive Director Salski indicated the overall cash position as of October 31, is \$1,311,727.69. Overall monthly highlights are below:

- October Net Loss in the fund balance - due to bond payment to Harris Bank
- Fees & admissions had a good month
- Fitness memberships continued its positive impact
- Limited activity in General fund
- Recreation fund had a positive month
- Golf course fund had strong revenues attributed to greens fees & pro shop sales

A motion was made by Commissioner Hart and seconded by Commissioner Considine to accept the Treasurer's report as presented.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau
Nays: None
Abstain: None
Absent: McKendry

B. Purchase Cards – Ratification

A motion was made by Commissioner Hart and seconded by Commissioner Considine to ratify the Purchase Card payment of \$22,576.92.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau
Nays: None
Abstain: None
Absent: McKendry

Executive Director Salski indicated the anticipated yearly rebate with the new purchase card is \$1,500 - \$2,500. The first rebate check of \$500 was received for the first 4 months of purchase card use.

10. OLD BUSINESS

A. Strategic Plan – Discussion

The Strategic Plan was supplied to Commissioners; Barbara Heller is requesting one final review by the Board members.

Executive Director Salski highlighted the following from Chapter 8 of the Strategic Plan:

Short term goals: accomplished between January 2011 – December 2012

Mid term goals: accomplished between January – December 2013

Long term goals: accomplished between January – December 2014

Continuous goals: repeated on an annual basis

B. November 2, 2010 Election Referendum Results

Commissioners agreed to address this topic after the budget process is complete.

Commissioners Considine, Douglass and Hart all agreed to be part of a sub-committee to discuss and outline the pool / election results discussed at previous meetings. The sub-committee will outline all alternatives to the full Board at the December 13, 2010 Regular Board Meeting.

C. Ft Sheridan Master Plan

Commissioner Hart indicated a final meeting of the Advisory Committee is scheduled for November 17, 2010. Each member will be asked to provide a recommendation to the Board of Commissioners of the Lake County Forest Preserve Board.

11. NEW BUSINESS

A. 2011 Regular and Committee Meeting Schedule

Per Park District code, a Resolution must be approved stating the Regular and Committee of the Whole meeting dates for 2011. Staff anticipates approval in December.

12. WRITTEN COMMUNICATIONS

A. Department Reports

Director Rob Foster mentioned the following:

- Snow mold controls changed due to EPA changes
- Golf Maintenance expenses are estimated to be \$19,000 under budget YTD.
- Park Maintenance expenses are estimated to be \$22,000 under budget YTD.

Executive Director Salski highlighted the following in regards to Facility & Recreation Services:

- Kidszone: Attendance / usage higher than anticipated
- Paddle: Memberships through October 31 are at 97 compared to 63 last year. Teams have increased from 5 in 2009 to 9 for the 2010 season.

Executive Director Salski mentioned the following in regards to the budget:

Staff has prepared the 2011 budget and proposed the following:

- Eliminate 2 seasonal positions in the golf and parks division
- Decreased beach security
- Increased prices in the Fitness Center to purchase Capital Equipment
- Open gym fee
- Track Pass Fee
- Eliminated delivering tables & chairs for Community Organizations

B. Community Comments

Comments were filed. New community comments (emails) received by Executive Director Salski were supplied to Commissioners.

C. Correspondence

Supplied to Commissioners

13. VERBAL COMMUNICATIONS

A. Staff

Report from Director Dave Peterson:

- Fitness Center Postcards: 82 residents have visited the Fitness center for the free week; 8 have purchased memberships.
- Breakfast with Santa: December 11, 2010 from 8 a.m. – 11 a.m.
- Preschool wine and cheese: 25 attendees

B. Executive Director: No report.

C. Park Foundation (FLBPDF)

One open candidate position has been filled.

D. Administration & Finance Committee: No report.

E. Future Planning Committee: Awaiting approval of the Strategic Plan by the Board so that work can begin.

F. Golf Committee: No report.

G. Paddle Committee

Big strides are being made in 2010. If participation continues at the same rate then Paddle could be break even in 3 years.

H. Parks, Recreation Programs & Facilities Committee:

Reviewing Administrative Policy in regards to facility rentals and pricing.

I. Tri-Advisory & Intergovernmental Committee: No report.

J. President's Report:

Congratulations to the Lake Forest High School Boys Golf team – 1st in state.

In response to email communication received from Pony Swanton and Ed Holstein, the Board will review your suggestions and check with the Attorney on the use of a caucus system for Commissioner selection.

14. EXECUTIVE SESSION

A motion was made by Commissioner Ehrhard, and seconded by Commissioner Hart to move into Executive Session for the following reasons:

- A. Discussion of the meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the District of the minutes or semi-annual review of the minutes as mandated by Section 2.06 per 5 ILCS 120/2(c)(21).

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

Executive Session began at 7:28 p.m.

A motion was made by Commissioner Hart and seconded by Commissioner Douglass to move out of Executive Session.

On the roll call, the vote was as follows:

Ayes: Considine, Douglass, Ehrhard, Hart, Nickels, Gronau

Nays: None

Abstain: None

Absent: McKendry

Executive Session ended at 7:30 p.m.

15. ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

No action required.

16. ADJOURNMENT

There being no further business, a motion was made by Commissioner Hart and seconded by Commissioner Considine to adjourn the meeting at 7:31 p.m. The motion carried by unanimous vote.

Approved this 13 day of December 2010

Board of Commissioners

Lake Bluff Park District