

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2013**

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

The meeting was called to order at 6:30 p.m. by President Considine.

The following Commissioners were present when the roll was called: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, and President K. Considine.

Bob Wallace was absent with prior notice.

Staff members present were Ron Salski, Executive Director.

Approval of Agenda

Director Salski listed the following changes to the Agenda:

Under New Business/Action Items, add:

- A. *discussion of the appointment, employment, compensation, discipline, performance or dismissal of an employee*

Under Executive Session, add the following:

- A. *The Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2.06 per 5ILCS 120/2 (c)(1).*

Commissioner Gordon moved, seconded by Commissioner Douglass, to approve the March 4, 2013 Agenda as amended above.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: B. Wallace

Motion carried.

Statement of Visitors - None

NEW BUSINESS/ACTION ITEMS

- A. Board Committees – Future Topics
- B. Annual Review of Policies

Board Committees – Future Topics

Director Salski explained future topics be handled within specific board committees. Director Salski outlined policies, financials and capital assets.

Commissioner Gronau suggested any capital topics be discussed at the Committee of the Whole meetings. The Board agreed.

Annual Review of Policies

Director Salski outlined the following policies requiring annual review based on previous discussions.

Personnel Policy Manual

- 4.2 Vacation - Amended

Administrative Policy Manual

- 4.4 Administrative Procedures Manual
- 4.6 Naming Rights Policy
- 4.11 Americans with Disabilities Act Compliance Policy
- 4.14 Community Recreation Center Marquee Usage
- 4.19 Memorial Policy – Park Benches

Board Policy Manual

- 10.1 Electronic Communication
- 11.1 Board Benefits

Director Salski mentioned more procedures need completion in order to operate efficiently. Director Salski stated how a naming rights policy is essential and provided an example of a resident inquiring about renaming Artesian Field House. Director Salski discussed NSSRA's future capital plan and impact on the Park District. Director Salski recommended removing 4.14 as the policy does not relate to our Park District. Director Salski mentioned the inconsistencies of park benches and need for standards. Commissioner Ehrhard requested staff and board members to move more efficiently on policies.

Director Salski provided Board Members with Park District emails. Commissioner Douglass read a statement about Policy 11.1 and proposed amendments. Board Members discussed the amendments. Director Salski outlined the IRS Guidelines. Commissioner Gronau requested staff obtain an opinion from the Auditor, Sikich and Attorney. Board Members agreed to bring an amended policy forward to the Monday, March 18 Regular Board Members.

EXECUTIVE SESSION

Commissioner Gordon moved, seconded by Commissioner Gronau, to adjourn into Executive Session for the purpose of discussion of the meetings lawfully closed under the Open Meetings Act, discussion of the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine

NAY: None

ABSTAIN: None

ABSENT: B. Wallace

Motion carried.

The regular meeting reconvened at 9:16 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, K. Considine.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, motion was made by Commissioner Douglass, seconded by Commissioner Gronau, to adjourn the meeting at 9:17 p.m. The motion carried by unanimous voice vote.

Approved this 18th day of March 2013
Board of Commissioners
Lake Bluff Park District