

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF SPECIAL COMMITTEE MEETING OF THE  
FINANCE, ADMINISTRATION & FUTURE PLANNING COMMITTEE  
AUGUST 27, 2014**

The Special Committee Meeting of the Finance, Administration & Future Planning Committee 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 8:00 a.m. by Commissioner Douglass.

The following Commissioners were present when the roll was called: R. Douglass, and B. Wallace.

Staff members present were Ed Heiser, Superintendent of Facility Services.

**Approval of Agenda**

Commissioner Wallace moved, seconded by Commissioner Douglass to approve the August 27, 2014 Agenda. The motion carried by unanimous voice vote.

**Statement of Visitors** – None

**Minutes-Approve Minutes of May 13, 2014 Special Committee Meeting**

Commissioner Wallace moved, seconded by Commissioner Douglass to approve the minutes of May 13, 2014 of the Special Finance, Administration and Future Planning Committee meeting. The motion carried by unanimous voice vote.

**ITEMS FOR DISCUSSION/ACTION**

Brochure – Advertising – Update

Executive Director Salski discussed the possibilities of allowing advertising in the brochure based on conversations with Board Members. Commissioner Wallace and Douglass agreed there must be a substantial fee to allow advertising. They mentioned if staff can outline a plan to subsidize the entire brochure costs, then staff can present.

Naming Rights – Update

Executive Director Salski discussed the possibilities of allowing Naming Rights. Commissioner Wallace and Douglass were supportive but agreed there must be a detailed plan with a significant donation.

## **Special Committee Meeting of August 27, 2014**

### Engagement Letter – Auditor – Approval

Executive Director Salski presented a memorandum outlining the next contract for Lauterbach and Amen, LLC. Executive Director mentioned the Auditor has performed exceptionally well. In addition, the Auditor encouraged the Park District to achieve GFOA Certificate of Achievement which is the reason for an increased fee. Commissioner Wallace stated the Auditor was pleased with their performance. Commissioner Douglass and Wallace agreed to recommend approval of a contract with Lauterbach and Amen to the Full Board.

### Terminology – Approval

Executive Director Salski outlined registration and business terminology for the Committee as the Board and staff has interchanged terminology thus creating confusion. The Committee gained consensus on the terminology and recommended sharing with the Board.

### Capital Projects vs. Capital Plan – Scheduled

Executive Director Salski outlined the proposed 2015 Capital Projects and how they fit within the plan. Committee Members asked several questions about the projects. Committee Members agreed.

### 2015 Budget - Discussion

Executive Director Salski outlined the proposed budget timeline and requested late review pending the referendum results. Commissioner Wallace asked questions about merit increases and health insurance costs. Committee Members agreed to delay the budget process until mid-November and recommended communication to the Board.

## **EXECUTIVE SESSION**

Commissioner Douglass made a motion to convene into Executive Session at 9:46 a.m. for the purpose of appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2 (c) (1) of the Open Meetings Act.

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).

Commissioner Wallace seconded the motion.

### **On the roll call, the vote was as follows:**

**AYE:** R. Douglass, R. Wallace

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

The following persons were present and stated their names for the record: Rob Douglass, Bob Wallace, Ron Salski, and Ed Heiser.

**Special Committee Meeting of August 27, 2014**

**Adjournment**

There being no further business, Commissioner Wallace moved, seconded by Commissioner Douglass, to arise from Executive Session at 9:51 a.m.

**On the roll call, the vote was as follows:**

**AYE:** R. Douglass, R. Wallace

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

**ADJOURNMENT**

There being no further business, motion was made by Commissioner Wallace, seconded by Commissioner Douglass, to adjourn the meeting at 9:51 a.m. The motion carried by unanimous voice vote.

Approved this 17<sup>th</sup> day of July 2015  
Lake Bluff Park District