

**LAKE BLUFF PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF SPECIAL BOARD MEETING  
APRIL 11, 2014**

The Special 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.

The meeting was called to order at 7:30 a.m. by Vice-President Douglass.

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

Staff members present were Ron Salski, Executive Director

**Approval of Agenda**

There being no further business, motion was made by Commissioner Gronau, seconded by Commissioner Gordon, to approve the April 11, 2014 agenda. The motion carried by unanimous voice vote.

**Statement of Visitors - None**

**DISCUSSION ITEMS**

**Time and Attendance Software – Time Clocks Plus - Approval**

Executive Director Salski outlined the Request for Proposal and the costs presented by three companies. Executive Director Salski mentioned Time Clocks Plus was the preferred choice. Employees will use a biometrics clock and the Park District is anticipated to save 5-8% in payroll costs each year. Commissioner Ehrhard asked if the savings will pay back the software. Executive Director Salski stated the savings will provide some savings during its life span.

Executive Director Salski outlined specific modules will assist staff becoming more efficient and allow the Park District to track benefits and budget more easily. Executive Director Salski outlined the project is anticipated to be under budget.

## **Special Board Meeting of April 11, 2013**

Vice-President Douglass moved, seconded by Commissioner Gordon, to authorize the Executive Director with Attorney approval to enter into an agreement with Time Clock Plus purchasing time clocks and corresponding software, training and warranties and other costs detailed in the proposal not to exceed \$45,994.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** B. Wallace, K. Considine

**Motion carried.**

## **ADJOURNMENT**

There being no further business, motion was made by Commissioner Gordon, seconded by Commissioner Gronau, to adjourn the meeting at 7:45 a.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Approved this 21st day of April 2014  
Board of Commissioners  
Lake Bluff Park District