

**Foss Park District
Committee Meeting Minutes
January 15, 2020**

CALL TO ORDER Commissioner Robinson called the meeting to order at 6:00pm.

ROLL CALL

Board members present: Commissioner Johnny Johnson, Commissioner Donna King, Commissioner Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: Commissioner Yetta Little.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

COMMITTEE/STAFF REPORTS

1. Business Office

a. Director report: Ms. Cowart report: Greg Petry – Mr. Petry completing report for strategic plan and golf course recommendations, the updated Sexual Harassment policy on agenda for approval, amended Drug and Alcohol policy on agenda for approval, the PARC grant was submitted, no bids were received for the Community Recreation Center and staff is looking into how to handle the situation, J & J Ventures bought out Tap Room Gaming and submitted information for review, the amended pay scales are on agenda for approval to meet state guidelines for minimum wage, the personnel policy manual draft for review, program community forum will be held on January 18 and January 20 is a holiday (Martin Luther King Jr.).

Commissioner Robinson stated the portion in the personnel policy manual needs the addition at the section “employee is entitled to...” and he would not be in favor of adding Christmas Eve as a holiday.

Commissioner Wyatt asked about the tuition reimbursement section. Ms. Cowart stated she would forward the information to all Commissioners.

Commissioner Robinson asked if the policy would be approved without another Board review. Commissioner Wyatt stated if it came back without revisions from the attorney, but that was highly unlikely.

b. Business Manager report: Mr. Skof report: submitted written report on dormant bank accounts and will be on agenda for February, the audit firm has completed the third year of their contract and all computers have been installed.

Commissioner Robinson asked about completing Capital projects. Commissioner King suggested bathroom remodels in the Community Recreation Center.

2. Parks

a. Superintendent of Grounds report: Mr. Winter report: none – parks and Golf Course closed.

3. Golf

a. Manager/Golf Pro report: Mr. Monroe report: postpone.

4. Recreation

a. Superintendent of Recreation report: Ms. Johnson report: MLK program on January 17, senior Valentine lunch and craft, Princess Ball, Black History program, St. Patrick’s Day program, Paint and Sip, Flames Football has early bird registration and boxing program is taking registration.

CITIZEN COMMENTS

Debra McGee: Ms. McGee spoke on Special Recreation programs and the need for them at the Foss Park District.

Redirect to Golf – Manager/Golf Pro report: Mr. Monroe report: Mr. Monroe reported on new pass fees being approved in February and that the Chicago Golf Show is in February.

Commissioner Wyatt stated a DJ was at the Clubhouse the past Friday night and everything seemed to go well.

Mr. Monroe stated specials are being worked on for lunches and suggests opening later in the day.

Commissioner Wyatt asked if the services such as Uber Eats are being utilized. Mr. Monroe stated Door Dash is as there are no additional fees for that service.

Commissioner Johnson stated as the Golf chair he should have been informed of the extended fish fry hours, DJ and extended Friday night hours. He continued that the Board needs to revisit this and make a decision as a whole. Commissioner Johnson stated he was not against these items; they should have been discussed by the entire Board first.

Commissioner Robinson stated the Board would vote at a Special Meeting.

ADJOURNMENT

Commissioner Wyatt motions to close the Committee Meeting. Second by Commissioner Johnson.

Voice vote: Aye – all Nay – none

MOTION CARRIES at 7:00 pm

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
January 15, 2020**

CALL TO ORDER: Commissioner Robinson called the meeting to order at 7:02 pm.

ROLL CALL:

Board members present: Commissioner Johnny Johnson, Commissioner Donna King, Commissioner Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: Commissioner Yetta Little.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting

1. MINUTES: Commissioner King motions to approve Committee Meeting, Executive Session and Regular Meeting (12/18/2019) minutes as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

2. BILLS: Commissioner Wyatt motions to approve monthly bills: invoices paid (12/15/2019-01/10/2020): \$32,386.11, invoices due \$22,029.04, invoices to be paid by credit card at approximate \$1,945.80 and first of the month bills (February) – approximate: \$10,630.00 as presented. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

3. PAYROLL: Commissioner King motions to approve monthly payroll of \$72,984.47 as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner King motions to approve \$84.81 (Business Office) and \$0.00 (Golf Course) as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

5. FINANCE REPORTS: Commissioner King motions to approve finance reports as presented in the Board Packet. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER WYATT: as presented in Committee Meeting.

GOLF: COMMISSIONER JOHNSON: as presented in Committee Meeting.

PARKS: COMMISSIONER LITTLE: absent.

RECREATION: COMMISSIONER KING: as presented in the Committee Meeting.

Commissioner King motions to approve Commissioner Reports as presented. Second by Commissioner Wyatt.

Voice vote: aye – all nay – none absent – Commissioner Little

MOTION CARRIES

7. UNFINISHED BUSINESS:

1. Approval: Executive Director may approve Foss Park District purchases and work up to designated amount without Board approval (from November 20, 2019)
Commissioner Robinson motions to approve Executive Director may approve Foss Park District up to \$20,000 in purchases and work up to designated amount without Board approval (from November 20, 2019) amended to include only within current budget. Second by Commissioner Johnson.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES
2. Approval: Amended Drug and Alcohol Policy – December 2019 as presented
Commissioner Wyatt motions to approve Amended Drug and Alcohol Policy – December 2019 as presented. Second by Commissioner King.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES

8. NEW BUSINESS:

3. Approval: Resolution 011820
Commissioner Wyatt motions to approve Resolution 011820 as presented. Second by Commissioner King.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES

4. Approval: Amended pay ranges as presented
Commissioner Wyatt motions to approve amended pay ranges as presented. Second by Commissioner King.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES
5. Approval: Personnel policy manual update – to be reviewed by attorney
Commissioner Wyatt motions to approve personnel policy manual update – to be reviewed by attorney. Second by Commissioner King.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES
6. Approval: 2020 golf pass rates
Commissioner King motions to postpone approval 2020 golf pass rates. Second by Commissioner Wyatt.
Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner Little. MOTION CARRIES

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner King motions to adjourn. Second by Commissioner Wyatt.

Voice vote: aye – all nay – none absent – Commissioner Little

MOTION CARRIES at 7:13 pm

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary