

**Foss Park District
Committee Meeting Minutes
August 15, 2018**

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

ROLL CALL

Board members present: Commissioner Jimmy Baldwin, Commissioner Johnny Johnson and Commissioner Kenneth Robinson.

Board members absent: Commissioner Anthony Coleman and Commissioner Bernard Semasko.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. Boak Park: Ms. Cowart stated the report she forwarded information per Commissioner Coleman's request regarding building a shelter at Boak Park.
2. Commissioner Roles and Responsibilities: Commissioner Johnson stated the item will be tabled temporarily.

COMMITTEE/STAFF REPORTS

1. *Business Office*

a. Director report: Ms. Cowart reported the intergovernmental agreement proposed by the City has been sent to the attorney for review and has not been returned with attorney recommendations, the intergovernmental agreement submitted to the School District will be discussed by that board at end of month, pictures were passed around for Community Days in which the Foss Park District received first place in the parade for the float, Serve Your City was August 12 and pictures were passed around of work completed in the parks and at the Community Recreation Center. Ms. Cowart thanked all the staff for the hard work that was put in over the Community Days weekend.

b. Business Manager report: Mr. Skof reported Dave Phillips from Speer Financial will be retiring and the rollover bond payment will be approved at the October meeting, the district is in the final year of the three year BINA and the bond payment is due November 15 and the audit went well.

2. *Parks*

a. Superintendent of Grounds report: Mr. Winter reported the stumps have been ground out from the parks and golf course.

3. *Golf*

a. Manager/Golf Pro report: Mr. Monroe reported the bridges on holes 8, 15 and 16 are in need of repair. Mr. Winter stated when there are heavy rains the gravel washes out and it becomes a safety concern and needs to be addressed.

Commissioner Coleman enters the room at 6:12 pm

Mr. Monroe continued the following tournaments are coming up: Waukegan Township, North Chicago Chamber of Commerce and IBEW. He continued the course will be shut down on September 14 and October 26 due to a cross country meet. Mr. Monroe stated a new dryer is needed and should cost around \$4,200.00. Commissioner Coleman asked what the dryer was for and Mr. Monroe stated for the table linens.

Commissioner Johnson stated the men's washroom sink needs to be fixed and once the sound system is fixed, staff needs to keep people away from that area. Commissioner Coleman asked about the type of system that will be installed. Mr. Monroe stated once the contract is approved, the company determines needs and installs the system. Commissioner Coleman stated it should be monitored who is behind the bar and he is responsible for the tax payers' dollars and should make sure things are taken care of and that is the responsibility of all commissioners. Commissioner Johnson stated the appropriate chair person should be contacted. Commissioner Robinson stated any observations should be sent to Ms. Cowart and the whole Board can take any necessary action. Commissioner Coleman stated he has observed different areas of the park district.

4. Recreation

a. Recreation Supervisor report: Ms. Johnson reported on Movie in the Park, National Night Out, rangers will not be in the parks after Labor Day, the youth soccer program is taking off, Summer Day Camp is done, the youth workers planned a summer carnival with old fashion games, the football and cheer sign up deadline is August 19, TCYFL is providing a \$500.00 grant for program fees, the Program Coordinator 2 position has been filled, the WIN program at the Brushwood Center, lakefront clean up with an environmental science teacher from the school district, Latchkey will begin this week, Ms. North Chicago pageant is August 25 and the senior luncheon is August 29. Commissioner Robinson asked who the \$500.00 grant was from and Ms. Johnson stated the football league and Commissioner Coleman asked about the Senior Coordinator. Ms. Johnson stated that is the Recreation Coordinator 2 position.

Commissioner Johnson redirected to the Boak Park discussion. Commissioner Coleman stated the report was for discussion on building a shelter at Boak Park possibly before the end of the season. Commissioner Johnson stated the Board will vote on the issue and Commissioner Baldwin stated the project is not in the current budget, but can be planned for next year. Commissioner Coleman stated the project is up for discussion.

Commissioner Johnson redirected to Commissioner Roles and Responsibilities discussion. Commissioner Robinson stated materials were distributed for review to help clarify roles.

CITIZEN COMMENTS

Alderman Carl Evans: Mr. Evans wondered if seniors could call in their reservation for the senior luncheon. Ms. Cowart stated they could.

Keith Brown: Mr. Brown was interested in renting a room at the Community Recreation Center and was directed to Ms. Johnson.

EXECUTIVE SESSION

5 ILCS 120/2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Commissioner Robinson motions to move to Executive Session. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Coleman and Commissioner Robinson.

Nay: Commissioner Johnson.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES at 7:09 pm

ADJOURNMENT

Commissioner Baldwin motions to adjourn Committee Meeting. Second by Commissioner Robinson.

Aye: Commissioner Baldwin, Commissioner Coleman and Commissioner Robinson.

Nay: Commissioner Johnson.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES at 7:44 pm.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
August 15, 2018**

CALL TO ORDER: Commissioner Johnson called the meeting to order at 7:45 pm.

ROLL CALL:

Board members present: Commissioner Jimmy Baldwin, Commissioner Anthony Coleman, Commissioner Johnny Johnson and Commissioner Kenneth Robinson.

Board members absent: Commissioner Bernard Semasko.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting.

1. MINUTES: Commissioner Baldwin motions to approve Committee and Regular Meeting (07/18/2018) minutes as presented. Second by Commissioner Robinson.

Voice vote: Aye: All Nay: None MOTION CARRIES

2. BILLS: Commissioner Robinson motions to approve monthly bills: invoices paid (07/14/2018-08/10/2018): \$19,491.48, invoices due \$45,421.88, invoices to be paid by credit card at approximate \$9,824.23 and first of the month bills (September) – approximate: \$14,230.00 as presented. Second by Commissioner Baldwin.

Commissioner Robinson asked about a \$200.00 charge to JW Catering. Commissioner Coleman stated he bought two tickets to attend the back pack giveaway as a representative of the Foss Park District. Commissioner Johnson stated those tickets should have been approved by the Board of Commissioners. Commissioner Coleman cited the Commissioner Handbook and stated he will follow the policy that is approved. Commissioner Johnson asked the attorney be contacted regarding the purchases and if they can be made without Board approval and if they should be paid back.

Aye: Commissioner Baldwin, Commissioner Coleman and Commissioner Robinson.

Nay: Commissioner Johnson.

Abstain: None.

Absent: Commissioner Semasko. MOTION CARRIES

3. PAYROLL: Commissioner Baldwin motions to approve monthly payroll of \$114,838.04 as presented. Second by Commissioner Robinson.

Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko. MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner Robinson motions to approve all petty cash funds: \$64.48 (Business Office) and \$134.11 (Golf Course) as presented. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko. MOTION CARRIES

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

Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER ROBINSON: as presented in the Committee Meeting.

GOLF: COMMISSIONER SEMASKO: as presented in the Committee Meeting.

PARKS: COMMISSIONER COLEMAN: as presented in the Committee Meeting.

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

Commissioner Robinson motions to approve Commissioner Reports as presented. Second by Commissioner Baldwin.

Voice vote:

Aye: All

Nay: None

MOTION CARRIES

7. UNFINISHED BUSINESS:

1. Approval: 701 14th Street renovation bid

Commissioner Robinson motions to table 701 14th Street. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION

CARRIES

8. NEW BUSINESS:

2. Approval: Attendance at NRPA Annual Conference in Indianapolis, IN September 23 - 28, 2018 for Commissioner Coleman at approximate cost of \$2,000.00 per discussion at July Regular Meeting
Commissioner Coleman motions to amend to not attend the NRPA Annual Conference in Indianapolis, IN September 23 - 28, 2018 for Commissioners Coleman at approximate cost of \$2,000.00 per discussion at July Regular Meeting.
Commissioner Coleman stated for the record he wanted his \$2,000.00 donated back to the park district.
Commissioner Johnson stated there was no donation; he would just not be attending the conference.
Motion dies due to lack of second.

3. Approval: Approval: Employment status change for employee #3590 from non-exempt full time to exempt full time effective August 18, 2018.
Commissioner Baldwin motions to approve employment status change for employee #3590 from non-exempt full time to exempt full time effective August 25, 2018. Second by Commissioner Robinson.
Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.
Nay: None.
Abstain: None.
Absent: Commissioner Semasko.

MOTION CARRIES

4. Approval: Jukebox contract with Tap Room Gaming as presented.

Commissioner Robinson motions to approve jukebox contract with Tap Room Gaming as presented. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Robinson and Commissioner Johnson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner Johnson adjourns the meeting at 8:04 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary