

**Foss Park District
Committee Meeting Minutes
September 19, 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, Commissioner Kenneth Robinson and Commissioner Bernard Semasko.

Board members absent: Commissioner Anthony Coleman.

PLEDGE OF ALLEGIANCE

Commissioner Coleman enters the room at 6:01 pm.

COMMITTEE OF THE WHOLE

1. Commissioner Handbook: Commissioner Robinson asked Commissioners to review submitted handbook with recommended changes to be discussed and voted on next month.
2. Auditor presentation – Sikich, LLP: Dan Berg of Sikich, LLP presented written audit. Commissioner Robinson noted there is an investment policy and the audit states there is not one. Mr. Berg stated that would be fixed.

COMMITTEE/STAFF REPORTS

1. *Business Office*

- a. Director report: Ms. Cowart reported on IGAs with City and School district are still being reviewed, staff will be picking up two used vans to get them checked by certified mechanic before asking for approval of purchase, bi monthly budget meetings were just done with department heads and election training is complete – candidate packets can be picked up Monday through Friday between the hours of 9:00 am to 5:00 pm.
- b. Business Manager report: Mr. Skof submitted written report on employee health insurance, discussed bond payments that will need to be made in November and December, Speer Financial will be at the October Board meeting for presentation on bond and IPARKS liability insurance will be renewed soon.

2. *Parks*

- a. Superintendent of Grounds report: none at this time.

3. *Golf*

- a. Manager/Golf Pro report: Mr. Monroe reported there are two golf outings coming up and the 2019 rates will be available for discussion next month. Commissioner Robinson asked for evaluation of golf operations. Commissioner Semasko discussed the bridge out on hole 15. Commissioner Coleman stated the sign on Argonne Drive looks good repainted.

4. *Recreation*

- a. Recreation Supervisor report: Ms. Johnson introduced new Recreation Coordinators – Dina Jones and April Pitts, reported on the last movie in the park was in held, District 187 provided beach clean-up at Foss Park, the food bank is partnering with Rosalind Franklin this month, the steppers class is going on and GO NORTH CHICAGO walk is planned. Commissioner Robinson asked about volleyball and Ms. Johnson stated coaches are being looked for. Commissioner Johnson stated it should not conflict with District 187 volleyball program. Commissioner Baldwin asked for details on GO NORTH CHICAGO walk.

CITIZEN COMMENTS

None.

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.

5 ILCS 120/2(c)(29) Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas , known or suspected frauds, and fraud interviews conduction in accordance with generally accepted auditing standards of the United States of America.

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

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES at 6:45 pm

ADJOURNMENT

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

Voice vote:

Aye: All

Nay: None

MOTION CARRIES at 7:49 pm.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
September 19, 2018**

CALL TO ORDER: Commissioner Johnson called the meeting to order at 7:47 pm.

ROLL CALL:

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

Board members absent: None.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting.

1. MINUTES: Commissioner Baldwin motions to approve Committee, Executive Session and Regular Meeting (08/15/2018) and Finance Committee Meeting (09/04/2018) minutes as presented. Second by Commissioner Robinson.

Voice vote: Aye: All Nay: None MOTION CARRIES

2. BILLS: Commissioner Baldwin motions to approve monthly bills: invoices paid (08/11/2018-09/14/2018): \$25,686.70, invoices due \$97,925.35, 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 Semasko.

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

Nay: None.

Abstain: None.

Absent: None. MOTION CARRIES

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

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

Nay: None.

Abstain: None.

Absent: None. MOTION CARRIES

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

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

Nay: None.

Abstain: None.

Absent: None. MOTION CARRIES

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

Voice vote: Aye: All Nay: None MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER ROBINSON: asked the Golf fund be reviewed to ensure all expenses are booked correctly.

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 Semasko.

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.

Voice vote: Aye: All Nay: None MOTION CARRIES

8. NEW BUSINESS:

2. Approval: Employee medical insurance – Blue Cross Blue Shield of Illinois and vision insurance – Eyemed

Commissioner Robinson motions to approve Employee medical insurance – Blue Cross Blue Shield of Illinois and vision insurance – Eyemed. Second by Commissioner Baldwin.

Voice vote: Aye: All Nay: None MOTION CARRIES

3. Approval: Approval: Annual audit for 2018 fiscal year as presented by Sikich, LLP

Commissioner Robinson motions to approve Annual audit for 2018 fiscal year as presented by Sikich, LLP. Second by Commissioner Baldwin.

Voice vote: Aye: All Nay: None MOTION CARRIES

4. Approval: Transfer employee #5245 position

Commissioner Robinson motions to table transfer employee #5245 position. Second by Commissioner Baldwin.

Voice vote: Aye: All Nay: None MOTION CARRIES

5. Approval: Staff wage increase as presented

Commissioner Robinson motions to table Staff wage increase as presented. Second by Commissioner Baldwin.

Voice vote: Aye: All Nay: None MOTION CARRIES

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner Johnson adjourns the meeting at 7:55 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary