



Buffalo Grove Park District  
REGULAR BOARD MEETING MINUTES  
August 27, 2018 – 6 pm  
530 Bernard Drive, Buffalo Grove, IL

Commissioners Present: Richard Drazner, Scott Jacobson, Adriane Johnson, Larry Reiner and Jack Schmerer

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business and Human Resources John Short, Director of Parks and Planning Tim Howe, Public Relations and Marketing Manager Mike Terson and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

**Roll Call**

President Jacobson called the Regular Board Meeting to order at 6:08 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no new guests to introduce.

APPROVAL OF REGULAR BOARD MEETING AGENDA

Commissioner Schmerer moved to approve the Regular Board Meeting Agenda, seconded by Commissioner Drazner and passed with a voice vote.

APPROVAL AND PRESENTATION OF RECOGNITION RESOLUTIONS

**Approval of Resolution 18-8-1 Commending Kim Cashmore on Her Retirement**

Commissioner Drazner moved to approve Resolution 18-8-1, seconded by Vice President Johnson and passed with a voice vote.

RESOLUTION 18-8-1  
COMMENDING KIM CASHMORE ON HER RETIREMENT  
AFTER 29 YEARS OF SERVICE TO THE BUFFALO GROVE PARK DISTRICT

**WHEREAS**, Kim Cashmore has been employed with the Buffalo Grove Park District since March 13, 1989 and has achieved the position of Superintendent of Recreation; and

**WHEREAS**, the Buffalo Grove Park District Board of Commissioners and staff have benefited from her dedicated service, commitment to excellence and superb communication skills; and

**WHEREAS**, Kim's mentorship abilities and patience with interns have shaped an entire generation of young Park District staff, improving the profession both locally and regionally; and

**WHEREAS**, Kim's commitment to inclusion and opportunity for all has helped insure that the Buffalo Grove Park District creates programming for residents of all backgrounds and abilities; and

**WHEREAS**, Kim's dedication, flexibility, and ability to rise to new challenges were critical to establishing the Buffalo Grove Community Arts Center as a premier Park District facility and an asset to the entire community of Buffalo Grove; and

**WHEREAS**, regardless of challenges posed by construction chaos, staff medical emergencies, or technical difficulties, Kim has consistently been dedicated to paying attention to the needs and concerns of her staff, her patrons, and her community.

**NOW, THEREFORE, LET IT BE RESOLVED** by the President and Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Kim Cashmore is commended on behalf of the citizens of Buffalo Grove for her distinguished service to the Park District since 1989.
2. That this Resolution be presented to Kim with best wishes in her retirement.

DATED AT BUFFALO GROVE, ILLINOIS THIS 27TH DAY OF AUGUST, 2018.

Ms. Cashmore thanked the Board and reminded them that we are a people business and encouraged them to continue to do what they are doing. She said that it all starts from this Board and moves down. Commissioner Schmerer commented on the question asked at her retirement party. Someone asked how many people in the room have either been hired by or worked for Kim sometime in the last 29 years? Half of the room raised their hands.

**Approval of Resolution 18-8-2 Commemorating IAPD's 90th Anniversary**

Vice President Johnson moved to approve Resolution 18-8-2, seconded by Commissioner Drazner and passed with a voice vote.

**APPROVAL OF MINUTES**

**Approval of the July 24, 2018 Workshop Minutes**

Commissioner Drazner moved to approve the July 24, 2018 Workshop Minutes, seconded by Vice President Johnson and passed with a voice vote.

**Approval of the July 24, 2018 Regular Board Meeting Minutes**

Commissioner Drazner moved to approve the July 24, 2018 Regular Meeting Minutes, seconded by Commissioner Schmerer and passed with a voice vote.

**TOPICS FROM THE FLOOR**

There were no Topics from the Floor.

**CORRESPONDENCE**

Executive Director Risinger reviewed the correspondence which included the calendar of events for the fall and a thank you note from Executive Assistant Wanland for the flowers sent in memory of her father. Executive Director Risinger also reminded the Board about the Charity Softball Game on Wednesday, August 29 at 6 at Emmerich North and asked if anyone would like to play on our team.

## ATTORNEY'S REPORT

Attorney Bloomberg said that he will speak during the Executive Session.

## COMMITTEE ACTION ITEMS

### Finance

#### **Approval of the August Warrant 2018**

Commissioner Drazner moved to approve the August Warrant 2018 in the amount of \$2,150,487.65, seconded by Commissioner Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

#### **Approval of the July Financial Statement and the July Year to Date Statement**

Commissioner Drazner moved to approve the July Financial Statement and the July Year to Date Statement, seconded by Commissioner Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

#### **Approval of Board Travel Conference Expense**

A discussion was held after Commissioner Reiner commented that it seems strange that the Board is voting on this expense and the majority of the Board members have not seen it prior. Director Short explained that the expense is in the Warrant that was previously approved and that since 2017 the State of Illinois has required that this expense is voted on separately.

Commissioner Drazner moved to approve the Board Travel/Conference Expense in the amount of \$1,603.86, seconded by Vice President Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

#### **Approval of the Clubhouse Bus Bid**

Commissioner Drazner moved to approve the bus bid from First Student of Naperville, Illinois in the amount of \$38,467.50 for the 2018-2019 Clubhouse school year, seconded by Commissioner Schmerer and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

#### **Approval of Ordinance 18-8-1 Disposal/Sale of Personal Property**

Commissioner Drazner moved to approve the disposal/sale of personal property, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0  
ABSENT: 0

### **Approval of Resolution 18-8-3 NWSRA Funding**

Commissioner Drazner moved to approve Resolution 18-8-3 Northwest Special Recreation Association Funding Assessment in the amount of \$322,187.69 for the calendar year 2019, Fiscal Year 2019-2020, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer  
NAYS: 0  
ABSENT: 0

### **Consent Agenda**

Commissioner Schmerer moved to approve the Consent Agenda as proposed, seconded by Vice President Johnson and passed with a voice vote.

1. 2018-19 Quarter A Administrative Work Plan
2. 2018-2019 A Goals and Objectives

### **EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS**

Executive Director Risinger reported we did not win the Best of the Best award. Vice President Johnson and Commissioner Reiner will be attending the Best of the Best Gala at Chevy Chase Country Club on Friday, October 12. Commissioner Reiner will be attending with the Butterfield Park District who has been selected to win an award. Executive Assistant Wanland will send out an email asking for replies from others as they check their calendars. Executive Director Risinger also asked who is attending the Stampede at 6 am on Sunday, September 2 and who needs a parking pass for Buffalo Grove Days. Lastly, he informed the Board that he has been doing a lot of work as co-chair of the Distinguished Agency Board and that the agency will be conducting a total of nine reviews. He will be sitting in on 3-4 of those reviews, personally.

Commissioner Reiner asked Director Heider about the lower number of memberships at the Fitness Center since last year. The Director explained that we have more competition from smaller boutique fitness places in the area and people are trying them out.

Public Relations and Marketing Manager Mike Terson mentioned the website trends. Mobile devices have surpassed the hits from home computer views on the website. Vice President Johnson complimented Marketing Specialist Jennifer Johns for the increased social media activity.

### **OLD BUSINESS**

There was no Old Business.

### **NEW BUSINESS**

### **Acceptance of Commissioner Schmerer's Letter of Resignation**

President Jacobson regrettfully accepted Commissioner Schmerer's Letter of Resignation and thanked him for his well-documented contributions to the Buffalo Grove Park District. He said that he has been an excellent Commissioner who has been dedicated to the Village and his interaction with IAPD has brought Buffalo Grove very positive exposure. He said that Commissioner Schmerer has always been positive, even in times of struggle, and found a difference angle to view issues. He said that we know that we can count on him to support Park District events, parks and programs in the future and is happy

for him and Judy. He said Commissioner Schmerer will be missed on the Board and said good luck, but not goodbye.

Vice President Johnson thanked Commissioner Schmerer for being encouraging and supportive for so many years. She said he exemplifies the spirit of excellence and makes us a better Board. She looks forward to seeing Commissioner Schmerer around in the future.

Commissioner Drazner said he'll look forward to seeing Commissioner Schmerer at performances at the Community Arts Center and will meet him for lunch often.

Executive Director Risinger thanked Commissioner Schmerer for leading by example for his fellow Board members. He thanked him for always been involved and supportive of our staff. He said Commissioner Schmerer made the Park District look good by his active involvement in IAPD. He thanked Commissioner Schmerer for all the events he attended and for the many kind words he expressed over the years.

Director Heider said it's been a pleasure to work with Commissioner Schmerer because he is one that always asked questions rather than make demands. He thanked him for his comradery at many staff events over the years.

Kim Cashmore thanked him for building a bridge between the Board and staff and Martha Weiss thanked him for his dedication and 13 years of service.

#### **Commissioner Schmerer Resignation**

Commissioner Reiner moved to approve Commissioner Schmerer's resignation, effective August 29, 2018, from the Buffalo Grove Park District Board of Commissioners, seconded by Vice President Johnson and passed with a voice vote.

#### **Board Member Emeritus**

Commissioner Reiner moved to approve Resolution 18-8-4 Board Member Emeritus to Jack Schmerer, seconded by Commissioner Drazner and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: 0

### **RESOLUTION 18-8-4 AWARDING JACK SCHMERER WITH THE DISTINCTION OF BUFFALO GROVE PARK DISTRICT BOARD MEMBER EMERITUS**

**WHEREAS**, Jack Schmerer served with honor and distinction as a Buffalo Grove Park District Commissioner for 13 years with the Buffalo Grove Park District from 2005 to 2018;

**WHEREAS**, in recognition of Jack's Park District leadership, vision and contributions while serving as a Park District Commissioner, resulted in many benefits to the community;

**WHEREAS**, the success of the District is dependent upon elected Commissioners like Jack who take pride in the Park District and its accomplishments;

**WHEREAS**, Jack looks forward to continuing to serve and represent the Park District with distinction following his retirement from the Board;

**NOW, THEREFORE, LET IT BE RESOLVED** by the President and Board of Park Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

THAT JACK SCHMERER BE AWARDED THE DESIGNATION OF  
**BUFFALO GROVE PARK DISTRICT BOARD MEMBER EMERITUS**  
WITH THE ACCOMPANYING BENEFITS BESTOWED UPON A COMMISSIONER  
FOR HIS YEARS OF SERVICE TO AND FOR THE PEOPLE OF BUFFALO GROVE.

DATED AT BUFFALO GROVE, ILLINOIS THIS 27TH DAY OF AUGUST, 2018.

Commissioner Schmerer said that if he decides to get involved in something he jumps in deep. He plans on attending Park District events, continue to be involved in the FOP, and run in the Buffalo Grove Park District Stampede for years to come. He said he is humbled and flattered to have served on the Buffalo Grove Park District Board of Commissioners.

**Board Meeting Recess**

The meeting was recessed at 6:49 pm to enjoy cake in honor of Commissioner Schmerer's retirement from the Board.

**EXECUTIVE SESSION**

Commissioner Reiner moved to reconvene the Board Meeting and enter into Executive Session for the purpose of Imminent Litigation and Personnel at 7:26 pm, seconded by Vice President Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Schmerer and Reiner

NAYS: 0

ABSENT: 0

**MOTION TO ADJOURN EXECUTIVE SESSION AND RETURN  
TO THE REGULAR BOARD MEETING**

Commissioner Reiner moved to adjourn Executive Session and return to the Regular Board Meeting at 8:09 pm, seconded by Vice President Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Schmerer and Reiner

NAYS: 0

ABSENT: 0

President Jacobson announced that no final action was taken in closed session.

**ADJOURNMENT**

Commissioner Schmerer moved to adjourn the Regular Board Meeting at 8:11 pm, seconded by Commissioner Drazner and passed with a voice vote.

Respectfully Submitted,

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Secretary