



BUFFALO
GROVE
PARK
DISTRICT

**Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
530 Bernard Drive, Buffalo Grove, IL
December 17, 2018**

Commissioners Present: Tracy Bragg, Richard Drazner, Adriane Johnson and Larry Reiner

President Scott Jacobson was absent

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Business Services 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

Vice President Adriane Johnson called the Regular Board Meeting to order at 6:18 pm. The roll was called and Commissioners Bragg, Drazner, Johnson and Reiner answered present.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests present.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

APPROVAL OF MINUTES

Approval of the November 12, 2018 Workshop Minutes

Commissioner Drazner moved to approve the November 12, 2018 Workshop Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the November 26, 2018 Workshop Minutes

Commissioner Drazner moved to approve the November 26, 2018 Workshop Minutes, seconded by Commissioner Reiner and passed with a voice vote. Vice President Johnson abstained.

Approval of the November 26, 2018 Regular Board Meeting Minutes

Commissioner Drazner moved to approve the November 26, 2018 Regular Board Meeting Minutes, seconded by Commissioner Reiner and passed with a voice vote. Vice President Johnson abstained.

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

CORRESPONDENCE

Executive Director Risinger reviewed the correspondence, including: an article on the Pride Parade in the Daily Herald, a thank you note from Vice President Johnson for the flowers sent from the Board and staff in memory of her mother, and an article on upcoming elections for the Village of Buffalo Grove. The IAPD Annual Report, minutes, and agenda for the business meeting at conference were passed out. Executive Director Risinger suggested the commissioners bring these documents with them if they attend the annual meeting at conference. He also mentioned the CAC 2018 Annual Donor Impact Report that was sent to donors in hopes of future contributions to I Heart the Arts.

ATTORNEY'S REPORT

Attorney David Bloomberg said he has been working with Executive Director Risinger on issues pertaining to the CAC and Bills Football. He said he is looking forward to working with the Board in the New Year.

COMMITTEE ACTION ITEMS

Finance

Approval of the December Warrant 2018

Commissioner Drazner moved to approve the December Warrant 2018 in the amount of \$1,916,542.20, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Drazner, Johnson and Reiner

NAYS: 0

ABSENT: Jacobson

Approval of the November Financial Statement and the November Year to Date Statement

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

AYES: Bragg, Drazner, Johnson and Reiner

NAYS: 0

ABSENT: Jacobson

Approval of Tax Levy Ordinance 18-12-1

Commissioner Drazner moved to approve Tax Levy Ordinance 18-12-1, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Drazner, Johnson and Reiner

NAYS: 0

ABSENT: Jacobson

Approval of Board Conference and Travel Expense

Commissioner Drazner moved to approve Board Conference and Travel Expense of \$1,369.00, seconded by Commissioner Reiner and passed with a roll call vote.

AYES: Bragg, Drazner, Johnson and Reiner

NAYS: 0

ABSENT: Jacobson

Commissioner Bragg moved to approve the Consent Agenda as proposed, seconded by Commissioner Drazner and passed with a voice vote.

- 2019 Board Meeting Calendar

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Fitness Center Renovation Update

Executive Director Risinger said we are waiting for a bid from a contractor we have used in the past for the work on the Fitness Center renovation. If that number comes in too high and we have to go out to bid, he may have to bring the bid to the second workshop in January and ask for approval the same night at the regular board meeting in order to avoid a delay in the project. It is his hope that this is not necessary.

Legislative Breakfast

Executive Director Risinger said that we are hosting the Cook County Legislative Breakfast at the CAC on Friday, March 1, 2019 at 8 am. There will be a lot of legislators and great representation from other park districts. In his absence, President Jacobson asked Executive Director Risinger to ask the Board if they would be in favor of presenting retired State Representative Carol Sente a resolution for all she has done for the Park District and the Board agreed. Executive Director Risinger and Executive Assistant Wanland will work on the resolution.

Park Champion Event

Director Heider said that the Park Champion Kids to Parks Day Event is being planned for May 18, 2019. We are discussing doing a joint event with the Village Touch-A-Truck event on the same day. Vice President Johnson said that the National Park Trust organization may be able to provide "Buddy Bison" toys if we let them know.

Diversity Event

A discussion was held about the Pride Parade and Diversity Event being planned for next June. All Board members agreed that we made an affirmative decision to embrace all diversity in our community when we decided to hold a separate event from the parade. The Board would like to discuss further the idea of Park District resources being used in the Pride Parade, which is a private event.

CAC Rentals

The Journal & Topics Newspapers has asked if they can use the CAC for the Buffalo Grove Trustee debate next March and potentially other debates in the future at no charge. The Board decided that they are welcome to rent our facility at our cost.

New Years Eve Day Off

Executive Director Risinger asked if the Board would approve giving staff the whole day off on New Years Eve, instead of half the day, and the Board agreed. Commissioner Reiner suggested changing the personnel policy to give this day off to staff moving forward and the Board agreed.

50th Anniversary Celebration

Director Heider asked the Board to vote on the slogan for the 50th Anniversary Celebration. He said that staff is considering holding an event for the entire community during the day on Sunday, September 22, 2019 and a private event for a reunion of past and present staff that night. The Board thought that holding two events in one day would be tiring and really liked the reunion/cocktail event. He explained that for the 50th Anniversary Celebration staff is planning a Timeline, Time Capsule, Tree Planting with an email address, scavenger hunt for buffalo in our parks, and holding a fundraiser for purchasing buffalo to display in residents' yards. Flags, banners,

shirts and hats will be ordered with the anniversary logo. We are placing a 50th Anniversary spin on all of our events in 2019.

Staff Changes

Director Heider announced that BGFC Accounting Supervisor Kelly Repp has accepted a new position with the Elk Grove Park District, and BGFC Fitness/Specialty Program Manager Jodi DiTomasso is leaving for a position in Highland Park. Both employees were recruited.

Parks Department

Director of Parks and Planning Howe said that he is working with a backstop specialist to replace the Emmerich North backstop that fell down in the blizzard. He said we received approval from the Army Corps of Engineers on the Buffalo Creek shoreline project and we will be going out to bid this project in February.

Public Relations and Marketing

Vice President Johnson commended Public Relations and Marketing Manager Mike Terson on the Community Arts Center 2018 Annual Donor Report. She said it is a great marketing piece that can incentivize others to donate. Commissioner Drazner added that he noticed the Park District is doing more to create a presence on social media, specifically on Instagram.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

No Executive Session was held.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Regular Board Meeting at 7:27 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully submitted,

Secretary