



Buffalo Grove Park District Board of Commissioners  
Regular Board Meeting Minutes  
July 15, 2019  
Alcott Center, 530 Bernard Drive, Buffalo Grove, IL  
6 pm

Commissioners Present: Tracy Bragg, Scott Jacobson, Adriane Johnson and Larry Reiner

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, Superintendent of Recreation Greg Ney and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

**Roll Call**

President Johnson called the Regular Board Meeting to order at 6:36 pm. The roll was called and Commissioners Bragg, Jacobson, Johnson and Reiner answered present.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF THE BOARD MEETING AGENDA

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

INTRODUCTION OF GUESTS

Bill Harrison, Karen Meadows, Jack Schmerer, Martha Weiss, and Dani Hoeffle were in attendance.

APPROVAL OF MINUTES

**Approval of June 10, 2019 Workshop Minutes**

Commissioner Jacobson moved to approve the June 10, 2019 Workshop Minutes, seconded by Commissioner Bragg and passed with a voice vote.

**Approval of June 24, 2019 Workshop Minutes**

Commissioner Jacobson moved to approve the June 24, 2019 Workshop Minutes, seconded by Commissioner Bragg and passed with a voice vote. Commissioner Reiner abstained.

**Approval of June 24, 2019 Annual Meeting Minutes**

Commissioner Jacobson moved to approve the June 24, 2019 Annual Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote. Commissioner Reiner abstained.

## TOPICS FROM THE FLOOR

District 21 School Board member, Bill Harrison, said that School District 21 sponsors a summer program that provides students in need, 18 years and younger, a free lunch. Due to construction in their district they needed space to serve these meals and the Buffalo Grove Park District stepped up and provided space. Mr. Harrison thanked the board and the Park District for offering to help.

Former Commissioner and current FOP Director Jack Schmerer, thanked the board for inviting him to attend the board meeting honoring former Commissioner Drazner.

## CORRESPONDENCE

### **Written Correspondence**

Executive Director Risinger reviewed correspondence in the board packet and shared the official LEED certificate we received for the Community Arts Center renovation. He also highlighted a thank you note from Jack Schmerer for the donation the board made to CJE Senior Life in memory of Jack's brother.

### **Verbal Correspondence**

President Johnson gave kudos to Public Relations and Marketing Manager Mike Terson and the marketing team for the fantastic fall brochure. She loved the anniversary insert and the highlights of the history of the Park District.

## ATTORNEY'S REPORT

Attorney Bloomberg stated that he will speak in Executive Session.

## COMMITTEE ACTION ITEMS

### Finance

#### **Approval of July Warrant 2019**

Commissioner Bragg moved to approve the July 2019 Warrant in the amount of \$1,695,289.92, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### **Approval of the June Financial Statement and June 2019 Year-to-Date Statement**

Commissioner Bragg moved to approve the June Financial Statement and June Year-to-Date Statement, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

#### **Approval of Ordinance 19-7-1 Sale of Property**

Commissioner Bragg moved to approve the Ordinance 19-7-1, sale of the Meyer Sound – Galileo Callisto 616 Sound Equipment from the Community Arts Center, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABTAIN: 0

### Approval of Ordinance 19-7-2 Sale of Property

Commissioner Bragg moved to approve the Ordinance 19-7-2, sale of the 2007 Exmark Lazer Z Mower, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

### Approval of the Clubhouse Bus Bid

Commissioner Bragg moved to approve the Clubhouse Bus Bid from First Student, Inc., 31W330 Schoger Dr., Naperville, IL dated July 5, 2019, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

### Approval of the Board Travel and Conference Expense

Commissioner Bragg moved to approve the Board Travel and Conference expense for NRPA registration in the amount of \$1,265.00, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner

NAYS: 0

ABSTAIN: 0

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

Executive Director Risinger said that the Drazner family, the board, and the executive director have been asked to throw out the ceremonial first pitch of the Buddy Baseball Game at Kendrigan Field on Saturday, August 31 at 4 pm during Buffalo Grove Days. He asked that if board members can attend to please arrive by 3:30 pm. He said former commissioner Karen Meadows is showing her artwork at the Fitness Center and is working on setting up a reception day. Karen added that she is working with the Village of Buffalo Grove and will be showing more art at the Buffalo Grove Days Art Fair. Executive Director Risinger said that he will book flights to the NRPA conference and asked the commissioners to let him know if they have any time preferences. There is an Illinois reception at NRPA that the board needs to RSVP to and he said that he will email the board details. He said National Night Out is on Tuesday, August 6 and the rainout date is Thursday, August 8. The Bornstein award, Best Friend Awards, and the Rotary Bill Reid award will all be presented at the event. The Bill Reid award winner this year will be presented posthumously to Rick Drazner and the Drazner family will be attendance. Last, he asked the board to let Executive Assistant Beth Wanland know if they would like tickets reserved to Evita

Vice President Reiner said he would like to learn more about the free meal program referenced by District 21 school board member Bill Harrison. He said the program sounds worthwhile and like something we should continue to support in the future.

Director Heider handed out baggies to the board members to put memorabilia in and return for placement the 50<sup>th</sup> Anniversary Time Capsule.

President Johnson thanked the Girl Scouts for painting and placing the beautiful kindness rocks in Willow Stream Park.

Public Relations and Marketing Manager Terson said that Marketing Specialist Jennifer Johns and Partnerships and Communications Specialist Wendy Friedman took the lead on the 50<sup>th</sup> Anniversary insert project in the fall brochure and did a great job. He thanked Museum Curator Debbie Fandrei and Executive Assistant Wanland for their contributions to the project. He informed the board that the press release on the LEED certification is on the website.

Risk Manager Dani Hoefle said that she was able to visit nearly all the camp counselors and aquatic staff to conduct ALICE training over the summer. She will be training the Clubhouse staff in the coming weeks. President Johnson said she enjoyed reading about Vigilance Voice training for lifeguards in the Risk Management Operations report. Risk Manger Hoefle in turn thanked the board for allowing her to attend a conference where she learned about that type of training.

#### OLD BUSINESS

Executive Director Risinger said that the open board vacancy was advertised last week, a press release was sent out, and it will be posted in the Village e-blast.

#### NEW BUSINESS

There was no New Business discussed.

#### EXECUTIVE SESSION

Commissioner Johnson moved to enter into Executive Session at 7 pm for the purpose of Imminent Litigation, Land Acquisition, and Semi-Annual Review of Executive Session Minutes, seconded by Commissioner Bragg and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSTAIN: 0

#### MOTION TO ADIOURN EXECUTIVE SESSION AND RETURN TO REGULAR BOARD MEETING

Commissioner Jacobson moved to adjourn Executive Session and return to the Regular Board Meeting at 7:16 pm, seconded by Vice President Reiner and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSTAIN: 0

#### POSSIBLE ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

##### Semi-Annual Review of Executive Session Minutes

Commissioner Bragg moved that the following Executive Session Minutes be approved for content and released to the public, seconded by Vice President Reiner and passed with a roll call vote:

<u>Date</u>	<u>Topics</u>
January 28, 2019	Six-Month Review of Executive Session Minutes

AYES: Bragg, Johnson and Reiner  
NAYS: 0  
ABSTAIN: Jacobson

Commissioner Bragg moved that the following Executive Session Minutes be approved for content and remain closed for public inspection because the need for confidentiality still exists as to all or part of the minutes, seconded by Vice President Reiner and passed with a roll call vote:

<u>Date</u>	<u>Topics</u>
February 25, 2019	Land Acquisition
April 22, 2019	Imminent Litigation and Personnel
June 24, 2019	Imminent Litigation

AYES: Bragg, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSTAIN: 0

**Approval of Resolution 19-7-2 Providing for the Destruction of Particular Verbatim Recordings**  
Commissioner Bragg moved to approve Resolution 19-7-2 Providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Jacobson, Johnson and Reiner  
NAYS: 0  
ABSTAIN: 0

#### ADJOURNMENT

Vice President Reiner moved to adjourn the Regular Board Meeting at 7:19 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully submitted,



Secretary

