



**Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
November 25, 2019
Alcott Center – Room 24**

Commissioners Present: Tracy Bragg, Steve Cummins, 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 and Executive Assistant Beth Wanland

Attorney Steven Bloomberg was present

CALL TO ORDER

Roll Call

President Johnson called the Regular Board Meeting to order at 6:09 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson, Johnson and Reiner answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

Approval of the August 12, 2019 Workshop Meeting Minutes

Commissioner Cummins moved to approve the August 12, 2019 Workshop Meeting Minutes, seconded by Commissioner Jacobson and passed with a voice vote. Commissioners Cummins and Bragg abstained.

Approval of the September 16, 2019 Special Board Meeting Minutes

Commissioner Cummins moved to approve the September 16, 2019 Special Board Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the September 16, 2019 Workshop Meeting Minutes

Commissioner Cummins moved to approve the September 16, 2019 Workshop Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the September 16, 2019 Public Hearing/Regular Board Meeting Minutes

Commissioner Cummins moved to approve the September 16, 2019 Public Hearing/Regular Board Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the October 14, 2019 Workshop Meeting Minutes

Commissioner Cummins moved to approve the October 14, 2019 Workshop Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the October 28, 2019 Workshop Meeting Minutes

Commissioner Cummins moved to approve the October 28, 2019 Workshop Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

Approval of the October 28, 2019 Regular Board Meeting Minutes

Commissioner Cummins moved to approve the October 28, 2019 Regular Board Meeting Minutes, seconded by Commissioner Bragg and passed with a voice vote.

TOPICS FROM THE FLOOR

There were no topics from the floor.

CORRESPONDENCE

Written and Verbal Correspondence

Executive Director Risinger said that we received the official letter from Distinguished Agency stating we scored 497.7 out of a possible 500 points. He attended a Distinguished Agency luncheon today and of the ten agencies in attendance, the Buffalo Grove Park District scored the highest. The Board President and Executive Director will be asked to go up on stage at conference to receive the official accreditation. Executive Director Risinger also called the board's attention to an article included in the board packet on the Best of the Best Partnership Award the Park District received and an article on our Veterans Day event in the Daily Herald.

ATTORNEY'S REPORT

Attorney Steven Bloomberg had no report.

COMMITTEE ACTION ITEMS

Approval of the November Warrant 2019

Commissioner Bragg moved to approve the November 2019 Warrant in the amount of \$1,279,063.63 seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: 0

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

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

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: 0

Approval of the Renewal of Vista Health, Vision, Dental and Life Insurance Plans

Commissioner Bragg moved to approve the Renewal of Vista Health, Vision, Dental and Life Insurance Plans as proposed in Director Short's memo date November 6, 2019. Commissioner Cummins asked what was upgraded in the dental insurance. Director Short said that the annual plan maximum increased to \$2,500 from the prior \$1,500 maximum. The motion was seconded by Vice President Reiner and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner

NAYS: 0

ABSENT: 0

Approval of the Fitness Center Janitorial Services Bid

Commissioner Bragg moved to approve the Fitness Center Janitorial Services Bid from Eco Clean Maintenance, Inc., 515 W. Wrightwood Ave., Elmhurst, IL 60126 in the amount of \$18,571.00 per month, seconded by Vice President Reiner and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner
NAYS: 0
ABSENT: 0

Approval of the Board Conference and Travel Expense

Commissioner Bragg moved to approve the Board Conference and Travel Expense of \$1,662.50, seconded by Commissioner Jacobson and passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Johnson and Reiner
NAYS: 0
ABSENT: 0

CONSENT AGENDA

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

- Quarter B Status Report on the Executive Director Work Plan
- Quarter B Status Report on Department Goals and Objectives

EXECUTIVE DIRECTOR'S REPORT AND DEPARMENT OPERATION REPORTS

Executive Director Risinger reminded the board about their invitations to the NWSRA Holiday Luncheon on December 11 and the Seniors Holiday Party on December 19. He asked them to contact Executive Assistant Beth Wanland if they would like to attend. He told the board he contacted all of our state senators and representatives to see if they would like to sit at the Park District table for lunch at the IPRA/IAPD conference in January. He said the Personnel Policy Manual revisions will be brought to the Board at the December meeting with hope that it will be approved for January 1. He said that staff went through a mandatory, creative, half-day training on the Crisis Communications and Emergency Operations Manual on Friday.

Director Short thanked the Board for approving the health benefits.

Director Howe said that the Emmerich football field was featured in the Pioneer Athletics 2020 calendar.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Jacobson moved to adjourn the Regular Board Meeting at 6:22 pm, seconded by Commissioner Bragg and passed with a voice vote.

Respectfully submitted,


Secretary