



BUFFALO
GROVE
PARK
DISTRICT

**Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING MINUTES
March 22, 2021**

Due to COVID-19 and the Governor's mitigation limiting public gatherings, the President of the Board of Commissioners declared it is not practical or prudent to meet in-person and stated the Board Meeting is to be held virtually online.

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

Staff Present: Executive Director Ryan Risinger, Director of Parks and Planning Tim Howe, Director of Recreation and Facilities Erika Strojinc, Superintendent of Recreation Chuck Burgess, Superintendent of Development Mike Maloney, Superintendent of Communications and Marketing Mike Terson, Recreation Manager Diana Clayson, Recreation Supervisors Amanda Busch and Jessi Hersman, and Executive Assistant Beth Wanland

Attorney David Bloomberg was present

CALL TO ORDER

Roll Call

President Reiner called the Regular Board Meeting to order at 6:21 pm. The roll was called and Commissioners Cummins, Jacobson and Reiner answered present.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF REGULAR BOARD MEETING AGENDA

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

AYES: Cummins, Jacobson and Reiner
NAYS: 0
ABSTAIN: 0

APPROVAL OF MINUTES

Approval of the February 8, 2021 Workshop Minutes

Vice President Jacobson moved to approve the February 8, 2021 Workshop Minutes, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner
NAYS: 0
ABSTAIN: 0

Approval of the February 22, 2021 Workshop Minutes

Vice President Jacobson moved to approve the February 22, 2021 Workshop Minutes, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

Approval of the February 22, 2021 Regular Board Meeting Minutes

Vice President Jacobson moved to approve the February 22, 2021 Regular Board Meeting Minutes, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

Approval of February 22, 2021 Executive Session Minutes

Vice President Jacobson moved to approve the February 22, 2021 Executive Session closed meeting minutes, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE

Executive Director Risinger thanked Recreation Manager Diana Clayson for including correspondence and photos from the preschool program in the Board packet. He also said included in the packet was a thank you note from Orphans of the Storm Animal Shelter for a donation made in memory of Friends of the Parks Foundation member Sara Lambert's father.

ATTORNEY'S REPORT

Attorney David Bloomberg said that he did not have a report.

COMMITTEE ACTION ITEMS

Finance

Approval of the March 2021 Warrant

Commissioner Cummins moved to approve the March 2021 Warrant in the amount of \$982,386.98, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

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

Commissioner Cummins moved to approve the February Financial Statement and the February Year to Date Statement, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

Approval of the Ordinance 21-3-1 Sale of Personal Property

Commissioner Cummins moved to approve the sale of the 2006 Chevy C2500 Pickup and the 2014 Smithco Sand Star 2 Ball Field machine, seconded by Vice President Jacobson and passed with a roll call vote.

AYES: Cummins and Jacobson

NAYS: 0

ABSTAIN: Reiner

Approval of the Consent Agenda

Vice President Jacobson moved to approve the Consent Agenda as proposed.

1. 2021-22 Master Program Fees
2. Wildlife Ordinance Update

The motion was seconded by Commissioner Cummins, and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director

Executive Director Risinger brought the Board's attention to the email he sent asking them to pay close attention to and be aware of phishing and spam emails.

Recreation Department

Director Strojinc highlighted that we officially migrated to RecTrac 3.1 last week and thanked Superintendent of Recreation Greg Ney and his team for spearheading the migration. She said Pod Squads numbers will start falling as participants head back to school; however, Clubhouse numbers will start climbing for the same reason. She said camp registration continues to grow and staff is working with schools on securing space. She said we have two special events next week, the Night Owl Egg Hunt at Alcott on Wednesday and Thursday nights, and You've Been Egged on Thursday and Friday. Director Strojinc said spring soccer registration is increasing and the Golf Dome continues having great numbers. She highlighted that the Museum is collaborating with the Korean Cultural Center of Chicago and they are creating a traveling exhibit between the two facilities. She said we are seeing an increase in bookings and rentals around the District. The Studio Dance Company had its first in-person competition on stage in over a year. The Hurricanes swim team had an intrasquad swim meet in front of their parents. She added that Safety Town is up and running for the first time since last March.

Vice President Jacobson said that the Governor is easing restrictions on the number of people who can gather and wonders if we have seen an increase in members coming off freeze at the Fitness Center. He suggested starting to charge members who have been on freeze. He also asked about camp registration numbers picking up and wondered if we are hitting our goals. Director Strojinc said that the Governor's new guidance affects everything but the Fitness Center and Aquatics. She said that we may not have enough facility capacity for camps if they get too big due to schools not offering us as much space. She also said she would prefer to wait until at least May 1 until more people are vaccinated before we begin forcing them off membership freezes. The feedback is that Fitness Center

members want a community feel before they come back. Executive Director Risinger said we need to be careful in making this decision and will discuss further with Director Strojinc and Fitness Center General Manager Joe Zimmermann. Commissioner Cummins said that it is important to align with the universal availability and accessibility of the vaccine. He said he appreciates the specificity of numbers and statistics in the recreation staff report and encouraged it in the future.

Business Services and Human Resources

Executive Director Risinger said that we received our tax extension from Lake County today and they would like adjustments sent back to them by Thursday. Commissioner Cummins said he would like get the Budget and Appropriations document scanned to him.

Parks Department

Director Howe said that we received a grant for the Museum and on April 1 he will be meeting with Upland Design regarding the Museum Nature Center design. He also said the parks crew will be out spring cleaning the parks for the next couple of weeks. Commissioner Cummins asked about capital projects and the rising material costs and how it will impact the budget. Superintendent Maloney said he thinks the bidding climate will be competitive and he thinks contractors will sharpen their pencils and give us their best numbers. President Reiner said to make certain to look at contractors past performance on similar projects when considering hiring them.

Public Relations and Marketing

Vice President Jacobson asked Superintendent of Communications and Marketing Mike Terson about his report and the number of social media hits on the program Introduction to Journalism. Superintendent Terson explained that the high school shared it and we got traction on from it.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADIJOURNMENT

Vice President Jacobson moved to adjourn the Regular Board Meeting at 6:57 pm, seconded by Commissioner Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson and Reiner

NAYS: 0

ABSTAIN: 0

Respectively submitted,


Secretary