



**Buffalo Grove Park District
Board of Commissioners
Workshop Minutes
August 22, 2016**

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

Staff Present: Director of Business and Human Resources John Short, Director of Parks and Risk Management Tim Howe, Public Relations and Marketing Manager Mike Terson and Executive Assistant Martha Weiss

Attorney Steve Bloomberg was present.

Guests: Sami Hartman Stackhouse, Lisa Hartman, Ron Stackhouse and Stevenson High School Coach Jane Klewin

CALL TO ORDER

Roll Call

President Drazner called the Workshop to order at 6:00 pm. The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

INTRODUCTION OF GUESTS

Ms. Samantha Hartman- Stackhouse introduced herself and her mother and father.

APPROVAL OF THE WORKSHOP AGENDA

Commissioner Schmerer moved to approve the Workshop Agenda, seconded by Commissioner Johnson and passed with a voice vote.

RECESS

Commissioner Jacobson moved to take a brief recess at 6:02 pm, seconded by Commissioner Schmerer. President Drazner called the Workshop back to order at 6:07 pm.

FINANCE

August Warrant 2016

Director of Business and Human Resources Short commented that there were a lot of bus company payments because of the summer activities.

June Financial Statement

Director Short commented that there were both June and July financial statements because of the early Board meeting in July. He also said the county tax money is coming in on schedule. The June Financial Statement was referred to Committee Action Items for approval.

June Year to Date Statement

There were no comments or questions and the June Year to Date Statement was referred to Committee Action Items for approval.

July Financial Statement

There were no comments or questions and the July Financial Statement was referred to Committee Action Items for approval.

July Year to Date Statement

There were no comments or questions and the July Year to Date Statement was referred to Committee Action Items for approval.

August Refunds

There were no comments or questions and the August refunds were accepted as presented.

RECREATION

Fitness Center Staff Report

Buffalo Grove Fitness Center Manager Schulewitz gave a comprehensive overview of changes that have occurred at the fitness center during the past four years. He also reviewed the improvements planned for the center during the period that it will be closed before Labor Day including: resurfaced wood floors; new personal training equipment; a new non-slip surface on all tile floors; changes in the spin studio to offer video riding; new yoga and Pilates equipment; physical changes to the café with the addition of healthy food options; upgrades in the lifeguard storage room; and the removal of live plants to cut costs. Manager Schulewitz also reviewed membership numbers and explained the reasons for fluctuations. He explained that there are 61 registered fitness centers within a five-mile area of the Park District's fitness center, so competition is greatly increasing. Staff is always monitoring what the other centers offer.

The fitness center has two major promotions yearly, and different offers and programs throughout the year to keep the members motivated. This fall the fitness center brochure will be mailed to area residents for the first time. Staff is promoting stand-up paddleball yoga in the pool, pickleball in the gym, and youth training and sports conditioning programs. Staff is working on ways to attract more corporate memberships and to promote personal training. Manager Schulewitz then reviewed the revenues and expenses of the fitness center. Staff has made accommodations for the membership to continue their workouts at alternate locations during the time that the center will be closed.

2017 Camp Fees

Director Short said that staff decided to keep camp fees the same as last year. The dates for next year camps are from June 12, 2017 to July 28, 2017.

Bus Bid for Clubhouse Year 2016-17

The bid was referred to Committee Action Items for approval.

POLICY AND LEGISLATION

Resolution 16-8-2 Approving NWSRA Funding Assessment

Director Short said that the fees set by the Northwest Suburban Special Recreation Association are based on assessed valuation and population and he noted that because the Park District's EAV increased, the fee also increased. Staff is recommending approval of this fee because of the quality service that the association offers.

PRESIDENT AND COMMISSIONERS REPORTS

President Drazner expressed condolences to former Director of Parks, Duke Ducommen, on the passing of his wife. He congratulated Commissioner Johnson on winning the Chop Competition for the second year in a row at the Illinois State Fair. President Drazner also expressed his disappointment with the coverage that the Park District received in the annual local Chamber of Commerce Community Guide and Commissioner Johnson said she would address that with the Chamber. Commissioner Johnson said that she had an enjoyable time celebrating Park Conservation Day on August 20th at the State Fair and she hoped in the future that the Park District would send a representative group to perform during that celebration. Commissioner Johnson complimented the artists' reception at the fitness center that the Board members attended after their last workshop for the artists who take painting classes at the Park District. She and Commissioner Schmerer attended the fourth webinar of the IAPD Leadership Institute series.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

Commissioner Jacobson moved to adjourn the Workshop at 6:59 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary