



BUFFALO
GROVE
PARK
DISTRICT

Buffalo Grove Park District Board of Commissioners
Workshop Minutes
Community Arts Center, 255 McHenry Road, Buffalo Grove, Room 6
June 11, 2018
6 pm

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

Staff Present: Executive Director Ryan Risinger, Director of Recreation and Facilities Bill Heider, Director of Parks and Planning Tim Howe, and Executive Assistant Beth Wanland

CALL TO ORDER

Roll Call

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

PLEDGE OF ALIIGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF THE WORKSHOP AGENDA

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

TOPICS FROM THE FLOOR

There were no topics from the floor.

PARKS DEPARTMENT

Park Tour Date

A discussion was held about when to schedule a park tour date. It was decided that the tour will be scheduled for August 13 and all will meet at Alcott at 3:30 pm to begin the tour.

Capital Equipment Purchase

Director Howe requested the capital purchase of a 2018 Bobcat 5600 Tool Cat. We have been borrowing the Village owned Bobcat and our staff would like one of their own. The price we got from the co-op is less than what we budgeted. The final price is around \$12,000 under budget.

POLICY AND LEGISLATION

2018 Staff Goals and Objectives

Commissioner Reiner asked Executive Director Risinger to highlight the Staff Goals and Objectives and Work Plan. Executive Director Risinger explained that he is very proud of the staff and the goals they set. He explained that they can change based on what comes up over the course of the year and said that we are already one month into the new fiscal year and some staff are already meeting some of their goals and objectives.

Weiland Road Temporary Easements

Executive Director Risinger consulted our attorney and was advised that Board approval is required for the four temporary easements needed for the Weiland Road construction project. Director Howe said the construction is scheduled to begin in the fall of 2019. Executive Director Risinger summarized that the work will include widening Weiland Road from Lake Cook Road north to Deerfield Parkway. It will impact the Park District at Highland Point and Parkchester Parks which is why Lake County is requesting temporary easements.

Ordinance 18-6-1 Length of Time a Commissioner May Fail to Attend Board Meetings

Executive Director Risinger explained that six months ago he brought up the Board Policy Manual for discussion and noticed that section 2.9 Vacancies in Office refers to an Ordinance that has never existed. We researched other District's ordinances, wrote it and had Attorney Bloomberg review it for approval. A discussion was held and Commissioner Reiner asked if there is language in the IAPD code book that addresses the length of absence a Board member can miss meetings. Executive Director Risinger said he would look into adding language for excused versus unexcused absence. Commissioner Reiner pointed out that the intention of the policy is for misuse, not for legitimate absence.

Revision of the Board Policy Manual

Executive Director Risinger explained that we reviewed these revisions a few months ago and there are a few changes based on the conversations we had. This is the final revision and he pointed out that we added a harassment policy, facilities rental policy, complimentary tickets for CAC shows, and an expense reimbursement policy.

RECREATION

Staff Report by Debbie Fandrei, Museum Curator

Museum Curator, Debbie Fandrei, gave an Annual Report to the Board on the Raupp Museum. In May the museum set an all-time one month attendance record of over 1,500 visitors. The museum saw many repeat customers as well as attracted visitors from surrounding communities. The Museum has two new staff members with museum backgrounds and they are eager to expand offerings. The Lego Robotics event, the only one in northern Illinois, has grown so large it had to be held elsewhere because we didn't have sufficient space or parking. We will be expanding offerings for

preschool programming and will re-emphasize offerings for adults and seniors. State legislators recently passed a budget that freed up grant money for museums and we have \$52,000 coming our way. Commissioner Drazner congratulated Debbie on the book she edited, 200 Objects/200 Years, for the bicentennial anniversary celebration of the State of Illinois.

PUBLIC RELATIONS AND MARKETING

Vice President Johnson said that the Flag Day is on Thursday, June 14 at Veteran's Park. Camping Under the Stars is scheduled for Friday, June 22 and the Park Champion Event, the Grand Reopening of the Community Arts Center will be on Sunday, June 24 from 12 – 2 pm. The Environmental Action Team's Green Fair will also be held in the parking lot of Mike Rylko Community Park on Sunday, June 24 from 8 am - 12:30 pm.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Risinger said that he sent out link for ALICE training. Commissioners Johnson and Schmerer have taken and passed the online training. Commissioner Johnson expressed that it is an important and relevant training. It is a change in the philosophy from what we were taught in the past. We will be holding a hands-on training for the Board in August.

A discussion was held regarding the July Board Meeting date. Executive Director Risinger wants to bring our PDRMA attorney to come to a meeting to update the Board in Executive Session regarding the Golf Dome issue.

Reservations are made for the IAPD Golf Classic in Bensenville on Thursday, July 12. Commissioners Johnson and Jacobson are playing and Commissioners Drazner and Schmerer will be attending the dinner.

Executive Assistant Beth Wanland will send out an email tomorrow with dates for The Little Mermaid performances in July. Commissioners will let her know dates they want tickets.

Executive Director Risinger attended a Rotary related event at the library to serve lunch to underprivileged today.

Public Relations and Marketing Manager Mike Terson reported to the Board that the fall brochure is almost complete and will be going to the printer next week. Vice President Johnson commended him on the press coverage we have been receiving in recent events. Mike mentioned that he will be speaking at Stevenson High School next week to a college and career class.

PRESIDENT AND COMMISSIONERS' REPORTS

Commission Drazner attended the preschool Teacher Appreciation luncheon. He also attended the Martha Weiss retirement party, the Huck Finn Fishing Derby and Bow Wow events and the Relay for Life event. Commissioner Schmerer also attended the Teacher Appreciation luncheon and is enjoying riding his bike through Rylko and Willow Stream Parks. President Jacobson said that he attended Martha Weiss' retirement party but had to leave early due to a conflicting commitment. Vice President Johnson thanked Commissioner Reiner for speaking on behalf of the entire Board at Martha Weiss' retirement party. She also attended the Huck Finn Fishing Derby and Bow Wow events, the Preschool Teacher Appreciation Luncheon, and Relay for Life.

CORRESPONDENCE

Executive Director Risinger highlighted recent correspondence including an upcoming events list, the Green Fair, newspaper coverage of events, a thank you note from District 21 Superintendent Dr. Kate Hyland for her retirement gift, SLSF thank you notes for our involvement, a Lake Cook Corridor article, and pictures from the Weiss retirement party.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

After discussion, it was decided that the July Board meeting will be moved to Tuesday, July 24. Executive Director Risinger will contact Attorney Bloomberg to see if he can attend for an update during Executive Session.

ADJOURNMENT

Commissioner Schmerer moved to adjourn the Workshop at 7:06 pm seconded by Vice President Johnson and passed with a voice vote.

Respectfully Submitted,

Secretary