



Buffalo Grove Park District Board of Commissioners
WORKSHOP MINUTES
530 Bernard Drive, Buffalo Grove, IL
December 16, 2019

Commissioners Present: Tracy Bragg, Steve Cummins, Scott Jacobson and Adriane Johnson
Commissioner Absent: Larry Reiner
Attorney David Bloomberg was present

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

CALL TO ORDER

Roll Call

President Johnson called the Workshop to order at 6:03 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson and Johnson answered present.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF WORKSHOP AGENDA

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

FINANCE

December 2019 Warrant

Director of Business Services and Human Resources Short noted that the major bond payment for the Fitness Center is the biggest item on the warrant. Nothing else is extraordinary in the warrant.

November Financial Statement and November Year to Date Statement

There were no comments or questions on the November Financial Statement and the November Year to Date Statement.

December Refunds

There were no comments or questions on the December refunds.

Tax Levy Ordinance 19-12-1

There were no comments or questions on the Tax Levy Ordinance 19-12-1.

POLICY AND LEGISLATION

2020 Board Meeting Calendar

Commissioner Jacobson asked why there is only one meeting in June when there is normally two and two meetings in July when there is normally one. Executive Director Risinger said that he switched months because it conflicted with his annual summer vacation. He said other noteworthy changes in the calendar are that there are two meetings in September when there is usually one. This decision was made because the NRPA Conference is in October this year and there will only be one meeting that month. Also, the board meeting in September is moved from Monday to Tuesday due to a religious holiday.

Full-Time Personnel Policy Manual Changes

Commissioner Jacobson asked about possession of cannabis on a person and it was explained that if a person purchases cannabis the state law requires that they take it directly home. It cannot be on their person or in their car at work. Executive Director Risinger said that we tweaked the manual wording on the alcohol policy because the District now serves alcohol at some functions in our facilities. President Johnson noted the words cannabis and marijuana are both used in the manual and suggested we use one or the other for consistency purposes. She also asked about a checklist and the involvement of more than one manager if you suspect someone is under the influence. Executive Director Risinger assured her that this is how our policy will be enforced.

PRESIDENT AND COMMISSIONERS' REPORTS

Commissioner Jacobson said that they held their annual Turkey Bowl on Thanksgiving Day. Participants brought non-perishable food items that were donated to the Vernon Area Food Pantry.

Commissioner Cummins wished the board and staff Happy Holidays.

President Johnson thanked the Parks Department for sending the survey asking for public opinion on playground options at Veterans Park. She read an article highlighting a joint seeding event held on December 8 with the Environmental Action Team, the village, and boy scouts. She thanked Mike Schulewitz, General Manger of the Fitness Center, for writing an article on Winter Fitness which will appear on the IAPD web version of their magazine in January. She congratulated Superintendent of Recreation, Erika Strojinc, for earning her Master's degree in Public Administration from Northern Illinois University, for being elected as the new chair of the Membership Council for IPRA, and as the chair she will become an IPRA Board Member. President Johnson congratulated Partnerships and Communications Specialist Wendy Friedman on securing a new sponsorship agreement with Radford Green at Sedgebrook for \$4,500 and for the renewal agreement with The Mulch Center for \$2,000. She also said she appreciated Risk Manager Dani Hoefle for addressing the mental health of staff with activities in December. Lastly, President Johnson said she had the honor of attending the Holiday Shop, gave kudos to Recreation Supervisor Allison Oberst and staff for running the event, and said the kids loved it.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADIJOURNMENT

Commissioner Bragg moved to adjourn the Workshop at 6:20 pm, seconded by Commissioner Cummins and passed with a voice vote.

Respectfully submitted,



Secretary