

## **APPROVED**

**THE MONTHLY MEETING OF THE RIDGEVILLE PARK DISTRICT BOARD OF COMMISSIONERS WAS HELD ON MAY 11, 2017 IN THE RIDGEVILLE PARK DISTRICT COMMUNITY HOUSE, LOCATED AT 908 SEWARD STREET, EVANSTON, ILLINOIS.**

**Present:** Vice President Ann Covode, Rob Bady, Dan Coyne, Pat McCourt

**Also Present:** Program Director Natalie Sallee, Corporate Secretary Anna Christina Nelson, Treasurer Gerald Gibbs

**Citizens:** Joan Batlle, David Braun, Debby Braun, Mike Culhane, Peg Culhane, Elizabeth Frostick, Harrison Frostick, Sara Frostick, Anthony Morrow, Pat Schumacher, Rick Schumacher, Jean Zuiker

Vice President Ann Covode called the meeting to order at 7:47 p.m.

**Citizen Comment:** None

### **New Commissioner:**

Debby Braun, who was elected Commissioner April 4, took the oath of office. The oath was administered by Corporate Secretary Anna Christina Nelson.

### **Election of Board Officers:**

**Motion #1:** Pat McCourt made a motion that Ann Covode be elected President of the Ridgeville Park District Board of Commissioners. Dan Coyne seconded the motion. Motion approved unanimously.

**Motion #2:** Dan Coyne made a motion that Rob Bady be elected Vice President of the Ridgeville Park District Board of Commissioners. Ann Covode seconded the motion. Motion approved unanimously.

It was the consensus of the board that Anna Christina Nelson continue as Corporate Secretary and that Gerry Gibbs continue as Treasurer.

### **Approval of Minutes:**

**Motion #3:** Pat McCourt made a motion to approve minutes from the April 13, 2017 board meeting. Dan Coyne seconded the motion. Motion passed unanimously.

### **Approval of Bills:**

**Motion #4:** Dan Coyne made a motion to approve payment of May bills in the amount of \$40,499.93. Pat McCourt seconded the motion. Motion passed unanimously.

### **Approval of Petty Cash Expenditures:**

**Motion #5:** Dan Coyne made a motion to acknowledge there were no petty cash

expenditures to approve at the May 11, 2017 meeting. Debby Braun seconded the motion. Motion passed unanimously.

**Program Director Natalie Sallee presented her monthly report. Highlights:**

Jewish American Heritage is being celebrated this month on the park district's website. The board features Rachel Weiss, senior rabbi at the Jewish Reconstructionist Center in Evanston. Rabbi Weiss grew up in Evanston and is the synagogue's first openly gay senior rabbi. Before returning to Evanston in 2016, she worked in New York City's largest LGBTQ synagogue.

Ridgeville participated in the City of Evanston's "Clean Up, Evanston!" event on April 22, with about eight volunteers picking up litter in Ridgeville Park, Kamen Park (East and West), Leider Park and Reba Park.

Natalie updated the board about the final S.T.E.A.M. workshop for the school year, the Align Strength and Stretch class, the POUND Demo Class, summer classes and the cost of each session of classes.

Lyons Farm and Katz Cookies will be vendors again in the Farmers Market on Wednesdays in Ridgeville Park. Natalie is hopeful that some new vendors will apply to participate.

Concerts on the Ridge will take place Wednesdays from 6-7:30 p.m. Tentative schedule:

July 5 – Jutta & The Hi-Dukes

July 12 – Tenuto/Afrikan Kings

July 19 – Annie's Irish Folk Band

July 26 – School of Rock

Mudlark will present "Twelfth Night" in Ridgeville Park from June 21-June 25. The Arc Theater will present an all-female production of "Taming of the Shrew" in Ridgeville Park on Saturday evenings from July 22-August 13.

Natalie updated the board on plans for summer camp guest artists and workshops.

The job opening for minute taker position has been posted on Indeed and the park district website. Natalie also has e-mailed local organizations. Interviews have begun.

Ridgeville will again have a booth at the Custer Street Fair, which will take place June 17 and 18. Board members are invited to join Natalie at the booth.

Natalie distributed a list of Ridgeville staff members, the year each person was hired as well as each person's salary or hourly wage. Dan asked Natalie to provide a list of zip codes indicating where each staff member lives. He also suggested that Ridgeville's

Youth in the Parks staff members connect with City of Evanston employees in similar jobs.

**Treasurer Gerry Gibbs presented his monthly report:**

Gerry recommended that the board approve the following motion:

**Motion #6:** Dan Coyne made a motion to write off various outstanding/unresolved items with a gross total of \$534.91. Rob Bady seconded the motion. Motion passed unanimously.

Gerry detailed the items as follows:

- \$164.34 for double posting in corporate bills in July 2016 and August 2016
- \$350.00 for double billing in corporate bills in November 2016 and December 2016
- \$9.67 for undocumented expense by a former employee
- \$10.00 error in corporate billing in April 2017
- \$ 0.90 error in corporate billing in April 2017

Gerry distributed distributed and reviewed the updated an appropriation ledger, balance sheet, statement of revenue and appropriations and general ledger.

**Program Director Natalie Sallee read the monthly report of Director of Parks & Recreation Brian Rosinski. Highlights:**

Two summer camp directors and staff members Ruben Sierra, Marcos Cruz, Natalie Sallee and Brian became re-certified in CPR on May 2. There will be another class May 20 for other staff members.

Elks Park gardens have been rented and the maintenance staff has prepared them for planting. Maintenance staff has begun weekly grass cutting in the parks. Work in the rose garden will be completed next week and the flower boxes will be planted in late May.

A new riding mower is needed. Brian plans to purchase one at a cost of about \$11,400. The cost will be included in the 2016-2017 budget.

Board members were given tentative budget documents for 2017-2018. The Consumer Price Index is going to be 2.1% compared to less than 1% in the 2016-2017 budget.

Summer camps will begin June 6.

**Office Manager Anna Christina presented a report:**

Anna Christina said that to give board members extra time to review monthly bills she is e-mailing them a list of preliminary monthly bills early in the week of each board meeting, then following up with a final list later in the week.

**Capital Improvements Committee**

Leider Park -- no report

Art Studio (east of Community House) – Anne, Pat and Natalie plan to meet May 15 with a group of people interested in considering options for improving the Art Studio.

Brummel Park – A federal budget has not yet been passed so no decision has been made about Ridgeville’s request for CDGB funds to improve Brummel Park.

### **Old Business**

#### **Video Taping of Ridgeville Board Meetings**

Using Natalie’s phone placed on a shelf on the north side of the meeting room, the meeting was live streamed and will be posted on the park district’s Facebook page.

### **New Business**

Rob is considering scheduling a meeting for neighbors of Brummel Park to discuss best use of the park.

At the June meeting the board will discuss whether to place a port-a-potty in Ridgeville Park during July and August.

### **Citizen Comment:**

Anna Christina said she was in Leider Park speaking with a youngster who said his family did not have enough food. Anna Christina asked if there is anything the park district can do to aid families needing food. Dan suggested if there is some collaboration between Ridgeville’s Youth in the Parks employees and City of Evanston employees, perhaps information could be shared about what the city does, if anything, to assist families in need.

**Motion #7:** At 8:51 p.m. Pat McCourt made a motion that the meeting be adjourned. Dan Coyne seconded the motion. Motion passed unanimously.

Minutes submitted by Rita McCourt