

APPROVED

THE MONTHLY MEETING OF THE RIDGEVILLE PARK DISTRICT BOARD OF COMMISSIONERS WAS HELD ON SEPTEMBER 14, 2017 IN THE RIDGEVILLE PARK DISTRICT COMMUNITY HOUSE, LOCATED AT 908 SEWARD STREET, EVANSTON, ILLINOIS.

President Ann Covode called the meeting to order at 7:30pm.

Citizen Comment Part 1:

There were no citizens present to comment at this time.

Approval of Minutes:

Motion #1: Dan Coyne moved to approve the minutes from the August 10, 2017 Board meeting. Pat McCourt seconded the motion. The motion passed unanimously.

Ann Covode offered two corrections to the minutes from the Special Meeting held on August 31, 2017... 1) On page 2, the sentence should read “classes are projected to bring in \$2,500 for the year.” 2) On page 2, it should be added that Ann Covode asked about how scholarships are tracked in our budget.

Motion #2: Pat McCourt moved to approve the minutes from the Special Meeting held on August 31, 2017 with the above mentioned amendments. Dan Coyne seconded the motion. The motion passed unanimously.

Approval of Bills:

Brian Rosinski distributed and discussed the document entitled “Ridgeville Park District CORPORATE- Monthly Bills Summary- September 14, 2017.” He noted, among other items, that bills included repairs to the truck, mulching branches, and annual domain fees.

Motion #3: Dan Coyne moved to approve payment of September 2017 bills in the amount of \$15,701.39. Pat McCourt seconded the motion. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Brian Rosinski distributed and discussed the document entitled “Ridgeville Park District PETTY CASH Monthly Summary Report- September 13, 2017.”

Motion #4: Dan Coyne moved to approve payment of September 2017 petty cash expenditures in the amount of \$200.00. Pat McCourt seconded the motion. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- We are celebrating Hispanic Heritage Month by spotlighting the work of Jorge Prieto on our Celebration Board. Dr. Prieto lived in Evanston and devoted his life to helping immigrants. One can read more about him on the RPD website.

- Farmers' Market continues to go well. Gomez-Farr has provided music regularly. The last day of the market is October 11th.
- Fall Class Session 1 started August 14th and runs through October 7th. Total revenue for Session I is over \$4,000; total revenue for sampler cards is over \$900. Fall Session II begins October 16th.
- District 65 Half-Day Workshops: we are offering two new workshops for families on District 65 half-days this fall including an interactive storytelling workshop and a beading workshop. Fall workshop dates are October 4th, November 1st, and December 6th. The cost is \$35 resident/ \$40 non-resident for each workshop.
- Fiesta! Hispanic Heritage Month Celebration: On September 17th (noon-4pm) we are partnering with LatinX Business Alliance and the City of Evanston to offer a celebratory event. The event will be held at Kamen Park and will include food trucks, DJ, and representatives from local Latino-owned businesses.
- Fall Frenzy/ Bike the Ridgeville Park District will be held on Sunday October 1st (9am-1pm) at Ridgeville Park. School of Rock will offer music and the Ridgeville Foundation will offer a bike raffle.

Financial Update offered by Gerry Gibbs, Treasurer:

Gerry Gibbs distributed and discussed the following documents:

1. Ridgeville Park District- Appropriation Ledger- FY 2016/17- FINAL
2. Ridgeville Park District- FY 2016-2017- FINAL (Before Closing)- General Ledger- Trial Balance
3. Ridgeville Park District- Balance Sheet- FY 2016-2017- CLOSED
4. Ridgeville Park District- FY 2016-2017- FINAL (Before Closing)- Statement of Revenue and Appropriations

Monthly Update offered by Brian Rosinski, Director of Parks and Recreation:

- Ridgeville will accept a bid package for Brummel Park improvements.
- The maintenance crew is repairing and painting park benches throughout the district. Leider fountain is being tested again as the lead test continues to be high. It was flushed and tested last week.
- Brian distributed and highlighted a memo from Sarah Flax, Housing and Grants Administrator with the City of Evanston, noting that we have gained the necessary approval and access to funding so we are authorized to proceed with ordering the playground equipment for the Brummel Park renovation. Brian noted that we have now ordered the equipment.
- A soccer pitch will go into Kamen West Park late next week for use until the end of October.

Capital Improvements Committee Update:

None

Old Business:

None

New Business:

- Discuss and Approve Brummel Park Bids:

Brian Rosinski explained that we had two bidders for the Brummel Park renovations (Pinel Andrews and Elanar Construction) and we decided to pursue Elanar Construction's bid of \$24,840. We did a background check on Elanar. They will provide concrete for benches and installation of the equipment; their bid does not include removal of old equipment. It will be removed in mid-October by Pinel Andrews.

Motion #5: Dan Coyne moved to accept Elanar Construction's bid of \$24,840 for renovation work to Brummel Park. Pat McCourt seconded the motion. The motion passed unanimously.

- Approval of Budget & Appropriation Ordinance FY 7/1/17-6/30/18:

Motion #6: The Ridgeville Park District Board moved to approve the Budget & Appropriation Ordinance FY 7/1/17-6/30/18. Vice President Bady approved. President Covode approved. Commissioner Coyne approved. Commissioner McCourt approved. Commissioner Braun was absent and did not vote. The motion passed unanimously.

- Motion to Increase Gerry Gibbs Wages:

Motion #7: Pat McCourt moved to approve the increase in Gerry Gibbs wages from \$6,000 to \$6,500. Dan Coyne seconded the motion. The motion passed unanimously.

- Strategic Planning and Goals:

Ann Covode distributed and discussed the document entitled "Strategic Planning and Goals- Ridgeville Park District- September 14, 2017." Ann offered that we can't depend on the government to fund our projects going forward in the same way as we have in the past. She expressed the need to be more self-sufficient, raise more revenue, and grow our programs from within. In order to do that, we need to have data to help us make decisions. As we're planning, we should have more access to and utilize data about funds coming in various ways (e.g. camps vs. classes). Ann noted that this past year, Ridgeville's class revenue went down over 30%, camp went up 7%, and the overall revenue went down. As a Board, we should be looking at how to increase revenue, especially when we learn that we weren't breaking even on classes run last year. Ann asked that the Board look more carefully at different categories.

Commissioners Dan Coyne and Rob Bady gave Ann positive feedback. The Board discussed the Ridgeville Foundation. David Saunders explained the Foundation in regards to donated funds. The Foundation is a vehicle that we can and should utilize to fund projects. He said if donors would like the benefit of the tax deduction, they could give to the Foundation; it was set up to enable people to make contributions to the park district. People can contribute directly to the park district if they do not want the tax deduction. The Foundation is a separate entity from the Board. Everyone agreed to look into who is currently working with the Foundation and learn more about it. Rob Bady expressed that he is trying to find a funder for the idea of creating a skate spot at one of the Ridgeville parks. Pat McCourt expressed that he is in disagreement on pursuing the skate spot idea due to liability issues and using up green space, among other reasons. He noted that the Board currently doesn't have a consensus about putting in the skate spot at Leider Park. Dan pointed out that we would need to vote on the idea at a later time and pursue what the the majority decides. Rob added that Ridgeville can be groundbreaking in

providing the first skate spot in Evanston. Brian Rosinski noted that Ridgeville gives out generous scholarships to patrons who request assistance and asked the Board what kind of organization we want to be, one that makes money or one that strives to include those who can't afford the programs. Gerry Gibbs added that we are in competition with the City and private entities which all provide recreation opportunities and we need to ask "what's our niche?" Ann closed in saying that it would be a good idea to go through a strategic planning process to clarify our goals. Dan offered to work with Ann on this process.

Dan Coyne requested to put on next month's agenda a discussion about creating a "Call of the Commissioners" at each month's meeting. The format would give each elected official an opportunity to speak about what they're hearing from their constituents. Brian agreed to put it on the agenda for next month.

Citizen Comment Part 2:

None

Motion #8: Pat McCourt moved to adjourn the meeting. Rob Bady seconded the motion. The motion passed unanimously. The meeting was adjourned to go into Executive Session at 8:30pm.

Respectfully submitted,
Julie Larson, Minute Taker