

APPROVED

THE MONTHLY MEETING OF THE RIDGEVILLE PARK DISTRICT BOARD OF COMMISSIONERS WAS HELD ON APRIL 11, 2018 IN THE RIDGEVILLE PARK DISTRICT COMMUNITY HOUSE, LOCATED AT 908 SEWARD STREET, EVANSTON, ILLINOIS.

Commissioners Present: Ann Covode (President), Rob Bady (Vice President), Debby Braun, Dan Coyne, Pat McCourt

Commissioners Absent: none

Also Present: Gerald Gibbs (Treasurer), Natalie Sallee (Program Director)

Citizens: none

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

Citizen Comment Part 1:

There were no Citizen Comments at this time. Natalie Sallee noted that Brian Rosinski (Director of Parks and Recreation) and Julie Larson (Note Taker) were absent from tonight's meeting due to illness.

Approval of Minutes:

Motion #1: Pat McCourt moved to approve the minutes from the March 8, 2018 Board meeting. Debby Braun seconded the motion. The motion passed unanimously.

Approval of Bills:

Natalie Sallee distributed and discussed the document entitled "Ridgeville Park District- Corporate Monthly Bills Report- Summary March 8, 2018." Ann Covode asked about the Citgo charge and Natalie Sallee will ask Brian Rosinski to email details about this expense to the Board.

Motion #2: Pat McCourt moved to approve payment of March 2018 bills in the amount of \$43,316.26. Dan Coyne seconded the motion. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Natalie Sallee distributed the document entitled "Ridgeville Park District Petty Cash Monthly Report March 8, 2018."

Motion #3: Pat McCourt moved to approve payment of March 2018 petty cash expenditures in the amount of \$934.02. Debby Braun seconded the motion. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- Celebration Board: Ridgeville Park District celebrates Jewish American Heritage Month by spotlighting the achievements of Shalom Klein. Shalom serves as the executive director of Jewish Community Council of Rogers Park.

- Spring Break Camp/Adventures in Cardboard: Jacy Herman was our camp director. There were 20+ kids enrolled and brought in over \$2,500. We also started our pilot series with Adventures in Cardboard. They ran a Spring Break Camp at Kamen Park. We brought in almost \$600 additional revenue from AIC Spring Break Camp.
- Spring Class Session: runs April 2-May 27. Natalie attached a copy of the finalized Spring class schedule.
- Partnership Oakton Elementary: We have started an after school class at Oakton Elementary School. The class is called Brain Effects and is being led by Jacy Herman. It's an executive function class that helps kids balance their school and extracurricular work.
- NEA Big Read Discussion at Ridgeville Park: We have partnered again with EPL to are host a book discussion for the NEA's Big Read. The book selected this year is Citizen: An American Lyric by Claudia Rankine. The discussion at Ridgeville takes place on April 15th at 4pm.
- Earth Day Clean-Up: This year, we have partnered with the City for their Earth Day Clean-Up event on April 21st. Folks will meet at Ridgeville and clean up trash from the parks between 9am-11am.

Financial Update offered by Gerry Gibbs, Treasurer:

- Gerry noted that we are caught up on reports and looking good financially. He noted that gross revenue from programs was at an estimated \$105K. Gerry noted that he made recommendations in his report for motions to be passed by the Board. Dan Coyne confirmed that these motions could all be voted on at one time.
Motion #4: Dan Coyne moved to approve the recommendations in Gerry Gibbs' report. Debby Braun seconded the motion. The motion passed unanimously.

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

- Natalie Sallee offered Brian's update in his absence.
- Money-saving items: IPARKS recognized Ridgeville as an exemplary IPARKS Member. and we received a \$2,000 discount on our annual insurance cost. This discount will be credited to us for a total of three years. Additionally, the Illinois Public Risk Fund (IPRF) issued Ridgeville Park District a refund in the amount of \$359. The refund comes as a result of an IPRF audit and no workers compensation claims.
- Spring Egg Hunt: Huge success! It was maybe our largest attendance in 27 years.
- Gardens and Lawn Repair: Maintenance crew will be aerating and edging our baseball diamonds in the next couple of weeks. EBSA will use our Kamen East and West baseball diamonds on Saturdays from 4/21/18 through 6/2/18.
- Tentative 2018/19 Budget: Commissioners will discuss at Special Meeting 4/21/18.

Old Business:

- **Strategic Planning and Goals (Covode):** The Board will meet April 21, 2018 at the Kamen Park East Field House for a strategic planning meeting. Ann Covode passed out an itinerary for the meeting. Pat McCourt needs to leave at 11am, so the Commissioners agreed to meet an hour earlier than planned- at 8am. This meeting is open to the public, but Ann Covode would prefer that Ridgeville staff not attend. Julie Larson will need to be present as Note Taker.
- **Security at Ridgeville Park District (Covode):** Natalie Sallee noted that two Q-SEE security cameras were installed- one at the front door of the Community House and another at the top of the stairs to the second floor offices. There is a monitor in Natalie's office and the camera footage is live-streamed through an app on staff cell phones.
- **Annual Review Process (Covode):** Ann Covode noted that Commissioners could discuss the annual review process at their Special Meeting on April 21, 2018.

New Business

- **Discuss Employees for Summer 2018:** Natalie Sallee distributed a list of her summer camp staff and their hourly wages. The Commissioners discussed nepotism, Dan Coyne noted his concerns with hiring the family members of current Ridgeville staff and feels it is unethical.

Motion #5: The Commissioners voted on the hiring of Lois Rosinski and the Williams' brothers. The Commissioners' votes were as follows:

Debby Braun: Yes

Pat McCourt: Yes

Rob Bady: No

Ann Covode: Yes

Dan Coyne: No

Introduction to Tentative Budget: Commissioners will discuss at Special Meeting on April 21, 2018.

Special Meeting Agenda (Covode): Agenda was distributed by Ann Covode.

Art Studio Renovations: Ann Covode noted that there is \$5K in this year's budget for renovations. Commissioners will discuss this at Special Meeting on April 21, 2018.

Call of the Commissioners:

- Coyne: Lincoln Elementary School PTA is hosting a Pizza in the Park Party at Elks Park on May 20, 2018 from 1-5pm. All are invited!
- Bady: passed
- Braun: passed
- Covode: passed
- McCourt: passed

Citizen Comment Part 2:

There were no Citizen Comments at this time.

Motion #6: Ann Covode moved to adjourn the meeting. Pat McCourt seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:20pm. ●

Minutes by Natalie Sallee