

APPROVED

THE MONTHLY MEETING OF THE RIDGEVILLE PARK DISTRICT BOARD OF COMMISSIONERS WAS HELD ON MARCH 8, 2018 IN THE RIDGEVILLE PARK DISTRICT COMMUNITY HOUSE, LOCATED AT 908 SEWARD STREET, EVANSTON, ILLINOIS.

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

Commissioners Absent: None

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Brian Rosinski (Director of Parks and Recreation), Natalie Sallee (Program Director)

Citizens: Michael Miro (President of the Ridgeville Foundation, Executive Director of Mudlark Theater Company), Pat Schumacher

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

Citizen Comment Part 1:

Michael Miro (President of the Ridgeville Foundation, Executive Director of Mudlark Theater Company) shared that this summer will be the 9th year of Shakespeare on the Ridge. The Ridgeville Foundation is looking forward to branding Concerts on the Ridge in a similar way in order to make it an annual festival as the Shakespeare on the Ridge has become. Michael was open to answering any Board member questions about the Foundation. When asked about the Foundation's annual budget, he said that they have allocated between \$1,000-\$1,250 for concerts this summer. The annual budget is between \$5,000-\$8,000 and they will be primarily funding the two festivals. The Foundation co-produces both festivals with Ridgeville Park District (RPD). Their Board has talked about adding a visual arts component, but didn't have anyone to spearhead that at this time. As it is, the Foundation's mission is to bring "cultural experiences" to the Ridgeville Park District. The Foundation is looking for more Board members; any interested individuals can reach out to Michael or email the foundation through the website (www.ridgevillefoundation.org). They seek to be another vehicle for the community to offer ideas for the park district. Michael noted that their annual fundraiser, "Tavern Tales" has found a good niche, and they are hoping to raise more funds in the future through this event. Ann Covode wondered about attracting kids to the new afterschool program through a grant to teach acting. Michael thought that could be a promising opportunity, especially when grantors can see how theater can foster equity in the community.

Approval of Minutes:

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

Approval of Bills:

Brian Rosinski distributed and discussed the document entitled, "Ridgeville Park District- Corporate Monthly Bills Report- Summary March 8, 2018." He noted, among other items: ADP expense was high due to W2s, CMS expense was health insurance, Comcast for two months of internet at Kamen Fieldhouse, toner for the office, background checks, and refunds to various individuals.

Motion #2: Debby Braun moved to approve payment of March 2018 bills in the amount of \$12,727.55. Rob Bady seconded the motion. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Brian Rosinski distributed and discussed the following document entitled, "Ridgeville Park District Petty Cash Monthly Report March 8, 2018 (Summary)." He noted, among other items: American flag replacement and recycling.

Motion #3: Rob Bady moved to approve payment of March 2018 petty cash expenditures in the amount of \$100.48. Pat McCourt seconded the motion. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- Celebration Board: We are celebrating Women's History Month by honoring Carol Moseley Braun, who was elected to the U.S. Senate in 1992, becoming the first black woman to earn that distinction. She now works in Chicago.
- Winter/Spring Classes: The spring session begins April 1st. Garden2Table has enough attendees to run this season with six additional spots available. A Community Choir class is starting in April through the Restorative Arts Collective. A new drumming class is beginning on Saturdays as an out-shoot from the West African dance/drum class.
- Half-Day Workshops/Spring Break Camp/Adventures in Cardboard: We hosted two half-day workshops on March 7th which both went very well with good attendance. We will host a spring break camp March 26th-30th in addition to hosting a new Adventures in Cardboard camp that same week. They will return for the summer and we look forward to collaborating with them.
- Summer Camp: Almost all previous camp staff will return again this summer, and Natalie is interviewing additional candidates.
- Shakespeare on the Ridge/Concerts on the Ridge: Mudlark Theatre Company will perform *Julius Caesar* in June and The Arc Theatre will perform *The Merry Wives of Windsor* in July/August. Natalie has been working with the Ridgeville Foundation to begin booking music groups to perform during the farmers' market on Wednesday afternoons throughout the summer.

Financial Update offered by Gerry Gibbs, Treasurer:

Gerry Gibbs distributed and discussed the following documents:

1. "Ridgeville Park District Board Meeting Treasurer's Report (Prepared by Gerry Gibbs) March 8, 2018,"
2. "Ridgeville Park District- Appropriations Ledger Summary- FY 2017/18,"

3. "Ridgeville Park District- Statement of Revenue and Appropriations- Fiscal Year 2017-2018,"
4. "Ridgeville Park District- Balance Sheet- Fiscal Year 2017-2018,"
5. "RPD: Unapproved Entries Pending Approval and Categorization from 12/01/2017 to 12/31/2017,"
6. "RPD: CA98/99- Unapproved Entries Pending Write-Off from 07/01/2017 to 06/30/2018,"
7. "RPD Outstandings from 07/01/2017 to 12/31/2018," and
8. email from Illinois Treasurer, Michael Frerichs concerning changes to reporting unclaimed property in 2018.

Gerry recommended the following motion:

Motion #4: Pat McCourt moved to approve the write-off and reclassification of a \$23.83 credit in 'unapproved' appropriations as Office/Admin expense (Account CA6). Debby Braun seconded the motion. The motion passed unanimously.

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

- After School Program: The program started on February 27th. Furniture, chairs, and TV have all been supplied by the City. The internet is set up. City of Evanston staff who are working the program have been solid.
- Summer: The hiring process is underway.
- Ice Rink: The rink has been taken down and stored. We had a great season and it was well used. The crew is now looking ahead to preparing spring garden beds and doing spring cleanup around all the parks.
- Budget: Brian's goal is to get the tentative budget to the Board by April, a month earlier than usual.
- EBSA (Evanston Baseball and Softball Association): Kamen East and West fields are to be used by EBSA this summer for young kids.
- Grants: We are planning to apply for an Evanston Community Foundation grant to help us pay for the after school program going forward. Natalie Sallee and Brian are also looking at other grants to enable us to re-do Leider Park.

Old Business:

- **Strategic Planning and Goals (Covode):** The Google poll concluded that April 21st is a date that works for all Commissioners to attend a strategic planning retreat. The gathering will be at 9am at the Kamen Fieldhouse for approximately three hours. Ann Covode came up with tentative draft agenda and distributed it to all Commissioners, requesting that any additional ideas/comments/topics should be brought to next month's meeting or emailed to her beforehand. The group discussed the difference between holding a public/private meeting, noting that, legally, the Board could meet in private for a "Board examination." The group will consult with Charles Valente about the legality of public/private meetings and proceed from there.
- **Security at Ridgeville Park District (Covode):** Brian Rosinski shared that he met with a sales rep with the security system that Pope John school utilizes, and learned that it is

very expensive (\$5,000). A meeting among the RPD staff concluded that a simple Nest system would be sufficient for their needs, costing between \$300-600. The system would enable users to see guests at the front door on their phone or video screen. (The option to buzz a person in at the door was the \$5,000 option).

- **Annual Review Process (Covode):** Ann noted that this topic will be discussed at the strategic meeting.

New Business:

Ann Covode noted that the next meeting will be a day earlier than originally scheduled: Wednesday, April 11th.

Call of the Commissioners:

- Bady: Rob Bady shared that he and Ann Covode stopped in to see the after school program at the Kamen Fieldhouse. He was excited to see kids from our neighborhood having a nice place to go to after school. There were 11 boys in attendance but no girls. He expressed that he was glad that the program was pulled together through a collaboration among the City, the Alderman, and RPD. An after school staff person is going to pitch the idea at Chute, maybe during lunch, to recruit more attendees.
- Braun: Debby Braun agreed that the after school program is a great program. She noted that the program is really the City's program, not RPD's. However, it is a great collaboration.
- Covode: passed
- Coyne: passed
- McCourt: passed

Citizen Comment Part 2:

No comments at this time.

Motion #5: Pat McCourt moved to adjourn the meeting. Debby Braun seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:17pm.

Respectfully submitted,
Julie Larson, Minute Taker