

**BUFFALO GROVE PARK DISTRICT
BOARD MEETING MINUTES
MARCH 18, 2013**

Commissioners Present: Richard Drazner, Adriane Johnson, Larry Reiner and Jack Schmerer

Absent: Scott Jacobson

Staff Present: Executive Director Dan Schimmel, Superintendent of Parks Bill Heider, Director of Recreation and Facilities Ryan Risinger, Superintendent of Revenue Facilities Kristy Vik, Business Manager John Short and Administrative Assistant Martha Weiss

Attorney David Bloomberg was present.

CALL TO ORDER

President Reiner called the Board Meeting to order at 8:08 pm.

Roll Call

The roll was called and Commissioners Drazner, Johnson, Reiner and Schmerer answered present answered present.

Absent: Commissioner Jacobson

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF THE BOARD MEETING AGENDA

Vice President Schmerer moved to approve the Board Meeting Agenda, seconded by Commissioner Johnson and passed with a voice vote.

APPROVAL OF MINUTES

Approval of February 11, 2013 Workshop Minutes

Commissioner Drazner moved to approve the February 11, 2103 Workshop Minutes, seconded by Commissioner Johnson and passed with a voice vote with Vice President Schmerer abstaining.

Approval of February 25, 2013 Workshop Minutes

Commissioner Drazner moved to approve the February 25, 2103 Workshop Minutes, seconded by Commissioner Johnson and passed with a voice vote, with Commissioner Drazner abstaining.

Approval of February 25, 2013 Regular Board Meeting Minutes

Commissioner Drazner moved to approve the February 25, 2103 Regular Board Meeting Minutes, seconded by Commissioner Johnson and passed with a voice vote, with Commissioner Drazner abstaining.

TOPICS FROM THE FLOOR

There were not topics from the floor.

CORRESPONDENCE

Executive Director Schimmel noted that Special Leisures Services Foundation is having a golf outing in conjunction with the Rotary Club of Buffalo Grove on May 15. There was an online Patch newspaper article covering an event with the Park District Discovery Kids program. There was correspondence from an Arlington Heights resident asking for support for a victory garden in her village. Also included was a PDRMA health newsletter about exercising and the letter from Congregation Beth Am that was discussed in the Workshop.

ATTORNEY’S REPORT

No report in open meeting.

Commissioner Drazner disclosed that he is President of a synagogue that is currently negotiating the Congregation Beth Am for rental space.

COMMITTEE ACTION ITEMS

Finance

March Warrant 2013

Vice President Schmerer moved to approve the March Warrant 2013 in the amount of \$839,568.49, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: Jacobson

February Financial Statement

Vice President Schmerer moved to approve the February Financial Statement, seconded by Commission Drazner and passed with a roll call vote.

AYES: Drazner, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: Jacobson

February Year to Date Statement

Vice President Schmerer moved to approve the February Year to Date Statement, seconded by Commission Drazner and passed with a roll call vote.

AYES: Drazner, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: Jacobson

T-Shirt Bids

Vice President Schmerer moved to approve the t-shirt bid of \$12,070.90 to Midwest Graphic and Design of Ann Arbor, Michigan, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: Jacobson

CONSENT AGENDA

Commissioner Drazner moved to approve the consent agenda as proposed, seconded by Commissioner Johnson and passed with a voice vote.

- a. Proposed Program Fees for Fiscal Year 2013-14

EXECUTIVE DIRECTORS REPORT AND DEPARTMENT OPERATION REPORTS

Executive Director Schimmel reported that he met with the mentor assigned to the Park District for the IAPF Distinguished Accreditation Program. He attended the Crystal Apple Awards program that was hosted by School District 96 Foundation with Friends of the Parks Foundation Board member Perry Lakhani. He interviewed a potential new Foundation Board member who is well know and well respected in the community.

Director Risinger reported that Recreation Supervisor Cashmore and Head Custodian Jose Lanza were given a Gold Star Award from Northwest Suburban Special Education Organization because of their work with the Miner School students. The Alcott Center HVAC project is still on schedule.

Superintendent Heider reported that Boy and Girl Scouts will be doing a stream bank cleanup at Rylko Park on April 6. There will be a controlled burn in April at Rylko Park as weather permits. Vice President Schmerer thanked the Parks Department for clearing out the jogging paths at Willow Stream and Rylko Parks.

Business Manager Short said he has sent documentation to Sikich in conjunction with its Human Resources assessment of the Park District scheduled for later this spring.

Superintendent of Revenue Facilities Kristy Vik reported that both the Dome and the fitness center are very busy. The Dome’s revenue numbers and fitness center membership numbers are the highest they have ever been. The fitness center has 5,852 members and the number of memberships is 3,624.

Executive Director Schimmel noted that Public Relations and Marketing Manager Mike Terson is working on moving the new logo into practice.

Superintendent of Parks Bill Heider commented that Risk Manager Tim Beckmann has done an outstanding job with his weekly safety training of the Parks Department staff.

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

There was no need for an Executive Session.

Finance Workshop

FINANCE

F.Y. 2013-14 Budget Workshop

Executive Director Schimmel noted that there is a sufficient difference with full time staff allocations because some part time salaries have moved to full time salaries and some of the aquatics staff from Aquadome pool moved into corporate and recreation. The recreation section had an increase in full time staffing because of the aquatics changeover. There was a transfer of the PAC debt out of the recreation department. Another change is that the performing arts revenue is being transferred from recreation programming revenue into its own revenue center in

the recreation fund. Commissioner Drazner asked how much is being saved because of the change in ownership of the Aquadome. Business Manager Short noted that Aquadome expenses went down approximately \$400,000 and revenues went down approximately \$375,000. The aquatic budget now includes Willow Stream Park, Spray 'n Play and the Aquadome. Vice President Schmerer asked about the cost of using the Arlington Heights Park District pool for open swim because the Aquadome is closed this summer. The line item "Camp Transfer" is where that cost is shown, and this year will be going to Arlington Heights instead of to the Aquadome as in the past.

Executive Director Schimmel highlighted the salary expense in the fitness center section because of the new fitness center manager position and a different allocation of the Superintendent of Revenue Facilities' salary. The museum fund in the Special Funds section will show the grant money to be received for the new Town Square exhibit. The Special Recreation Fund itemizes the projects that can be charged back to the fund. Executive Director Schimmel complimented staff on how carefully they watch expenses and revenues and how they consistently budget conservatively on revenues and very close to or over on the expenses.

President Reiner stated that the Board appreciates how well the budget is put together and thanked staff for their hard work.

ADJOURNMENT

Vice President Schmerer moved to adjourn the meeting at 9:01 pm, seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary