

**MINUTES
BUFFALO GROVE PARK DISTRICT
WORKSHOP
MONDAY, NOVEMBER 26, 2012**

Commissioners Present: Scott Jacobson, Adriane Johnson, Larry Reiner and Jack Schmerer.

Absent: Rick Drazner

Staff Present: Executive Director Dan Schimmel, Director of Recreation and Facilities Ryan Risinger, Superintendent of Parks Bill Heider, Superintendent of Recreation Greg Ney, Business Manager Short, and Superintendent of Revenue Facilities Kristy Vik.

Attorney David Bloomberg was in attendance.

CALL TO ORDER

President Reiner called the Workshop to order at 7:00 p.m.

Roll Call

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

INTRODUCTION OF GUESTS

Sue Triphahn from the Illinois Association of Park Districts and Ron Vine from Special Leisure/ETC Institute were introduced.

APPROVAL OF WORKSHOP AGENDA

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

FINANCE

November Warrant 2012

President Reiner asked for the complete names of two companies listed on the November Warrant 2012 and there were no further questions or comments so it was referred to Committee Action Items for approval.

October Financial Statement

There were no questions or comments on the October Financial Statement and it was referred to the Committee Action Items for approval.

October Year to Date Statement

There were no questions or comments on the October Year to Date Statement and it was referred to the Committee Action Items for approval.

November Refunds

There were no questions or comments on the November refunds and it was accepted as written.

Architectural services contract for Performing Arts Center

Executive Director Schimmel discussed Legat Architects' proposed architectural services contract that he recommended by approved by the Board. Legat is pairing up with Dewberry for the interior design work. The contract was referred to the Committee Action Items for approval.

POLICY AND LEGISLATION

Dental, Health, Life and Vision Insurance Coverage 2013

Business Manager Short noted that the average increase for 2013 for health insurance for the various plans offered to park district employees was 6% which he felt was good in light of the economy. In addition, the employee dental plan saw no increase. There was a slight increase for the life insurance plan. Commissioner Jacobson inquired whether the district had looked at a HSA plan and Business Manager Short said that the savings to the district was much greater with the HRA plan. Business Manager Short recently received a survey of the insurance plans adopted by other park districts and Executive Director Schimmel has a survey from NWSRA that is available if the Board would like to see the wide ranges of plans offered by other park districts. President Reiner suggested that the district look at an “opt-out” program and Commissioner Jacobson suggested that the district investigate a “wellness credit” option that can be offered to employees. The insurance coverage renewal plan was referred to the Committee Action Items for approval.

Planning Schedule Proposal

Executive Director Schimmel noted that the last time that the Park District’s mission statement was thoroughly reviewed was 2007 and there will be meeting on Mission and Values on December 11 that the Board is invited to attend. The strategic planning meeting will be on January 30. The schedule was referred to the Consent Agenda for approval.

PUBLIC RELATIONS

Draft of Community Survey Results

Mr. Ron Vine of Leisure Vision/ETC Institute reviewed the survey results from 513 respondents which that represents a random sampling of the community. The questions on the survey included a full range of usage, customer satisfaction and priorities issues. The results were cross-tabulated for analysis by various categories.

The survey showed that the usage and satisfaction is high for the parks and the programs of the Park District. The fitness center and the Alcott Center are the most used facilities and the Park District is a leading community provider. The survey also showed that the brochure is the major means for marketing of the district. The responses also showed that walking and biking trails are most needed and are an important facility and that adult fitness and wellness, community special events and youth sports programs are the most important programs. Further, there is a high unmet need for an indoor performing and cultural arts center.

Commissioner Jacobson noted that 82% of those households who responded to the survey said that they had visited a Park District park during the past 12 months, yet they continued to respond to questions and some answers had a 100% response. Mr. Vine said that it is possible that a user used only a park, and not a program, or a program and not a park. Commissioner Jacobson also noted that some of the programs mentioned by the responders are not run by the park district and Mr. Vine responded that the user did not probably know if it was a Park District run program. President Reiner commented that community members see the cooperation between agencies and affiliates as cost effective, whether it is obvious to them or not that the Park District provides a field, for instance, and an affiliate provides the program. Commissioner Jacobson commented that perhaps the Park District needs to better define its role in providing services. He was surprised how important the brochure is to members of the community and suggested that it should be used more effectively as a vehicle to promote the Park District.

President Reiner commented that the results of the survey show that 1% of the population say that NWSRA or inclusion services are important to them, which is the statistically the same percentage that NWSRA claims it serves of the population. He noted that when asked what programs are most important to respondents, 4% of the respondents stated that programs for people with disabilities are.

PRESIDENT AND COMMISSIONERS REPORTS

Sue Triphahn from IAPD reported on the upcoming State conference.

OLD BUSINESS

There was no old business.

NEW BUSINESS

President Reiner stated that he recently read about a cell phone locker and suggested that it could possibly be appropriate for the fitness center. Executive Director Schimmel presented a petition that was signed by 57 residents asking for reinstatement of a fitness center employee. President Reiner stated that the matter would be discussed in a closed session since it dealt with personnel.

ADJOURNMENT

Vice President Schmerer moved to adjourn the workshop at 8:30 p.m., seconded by Commissioner Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary