

**MINUTES
BUFFALO GROVE PARK DISTRICT
WORKSHOP
MONDAY DECEMBER 10, 2012**

Commissioners Present: Richard Drazner, Scott Jacobson, Adriane Johnson and Jack Schmerer

Absent: President Reiner

Staff Present: Executive Director Dan Schimmel, Director of Recreation and Facilities Ryan Risinger, Superintendent of Parks Bill Heider, Business Manager John Short, Superintendent of Revenue Facilities Kristy Vik, Superintendent of Recreation Kim Cashmore, Public Relations and Marketing Manager Mike Terson and Administrative Assistant Martha Weiss. Attorney David Bloomberg was also present.

Guest: Larry Elman left at 7:25 p.m.

CALL TO ORDER

Roll Call

Vice President Schmerer called the workshop to order at 7:21 p.m. The roll was called and Commissioners Drazner, Jacobson, Schmerer and Johnson answered present.

APPROVAL OF AGENDA

Commissioner Drazner moved to approve the agenda, seconded by Commissioner Jacobson and approved by voice vote.

FINANCE

December Warrant 2012

There were no questions or comments and it was referred to the Committee Action Items for approval. Business Manager Short explained because the meeting is being held early in December, there are no financial statements and there will be two sets in the January board meeting.

December Refunds

There were no questions or comments and it was accepted as written.

Tax Levy Ordinance 12-12-1

There were no questions regarding the tax levy ordinance and it was referred to the Committee Action Items for approval.

Resolution 12-12-1

Business Manager Short said this resolution is required to get our limit in the FLEX FSA plan in line with the law that capped the amount at \$2,500.00.

POLICY

Annual Board Meeting Calendar

There were no conflicts and Executive Director Schimmel noted that the meetings will be held at the fitness center during the months of January through April, 2013 because of the HVAC system project at Alcott Community Center. It was noted that there is a meeting on Veterans Day.

Second Quarter Administrative Work Plan

The plan was discussed in the workshop during November, but was not yet approved by the Board. There were no questions and it was referred to the Consent Agenda for approval.

Second Quarter Department Goals and Objectives

There were no questions or comments and it was referred to the Consent Agenda for approval.

PRESIDENT AND COMMISSIONERS' REPORTS

Commissioner Johnson attended the artists' reception at the Raupp Museum and commented that there was good attendance and it was well received. She complimented Debbie Fandrei on a very nice event. Executive Director Schimmel reviewed holiday hours.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Commissioner Drazner moved to adjourn the workshop at 7:32 p.m., seconded by Commissioner Johnson and passed with a voice vote.

Respectfully submitted,

Secretary