

MINUTES OF MAY 18, 2021 REGULAR BOARD MEETING  
GLENCOE PARK DISTRICT  
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

All commissioners gave permission to record for the YouTube livestream. This meeting was held in-person.

The meeting was called to order at 7:04pm and roll was called.

Commissioners present:

Lisa Brooks, President  
Stefanie Boron, Vice President  
Michael Covey, Treasurer  
Josh Lutton, Commissioner  
Dudley Onderdonk, Commissioner  
Brandon Hinkle, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary  
Carol Mensinger, Director of Finance/HR  
Chris Leiner, Director of Parks/Maintenance  
Bobby Collins, Director of Recreation/Facilities  
Erin Classen, Supt. of Marketing/Comm.  
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Ava Boron, Lane Boron, Sofia Boron, Andre Lerman, Carol Sente

Consent Agenda: A motion was made by Commissioner Lutton to approve the consent agenda items as presented including Minutes of the April 20, 2021 Regular Board Meeting and Approval of the Bills. Commissioner Onderdonk seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Matters from the Public: Former Commissioner Andre Lerman lauded Josh Lutton and Dudley Onderdonk citing their many accomplishments and noted them as models of how public officials should approach their responsibilities on boards. He also mentioned the opportunity of Dudley serving next as a Village Trustee will strengthen the working relationship of the two boards leading to concrete benefits for the entire community.

Michael Glass emailed his comments prior the meeting regarding the popularity of pickleball and the great need to convert two tennis courts into pickleball courts.

President Brooks read two emails of friends/neighbors congratulating the District on the Connect Glencoe project and on outstanding renovations of parks and playgrounds.

Recognition of Retiring Commissioner: President Brooks, Commissioners, and staff vocalized appreciation for Dudley Onderdonk's and Josh Lutton's great qualities, contributions, open minds, and the effectiveness of this Board as a whole.

Action Items:

Approval of Commissioner Service Resolution No. 922 – Dudley Onderdonk: President Brooks read the resolution. A motion was made by Commissioner Boron to approve Commissioner Service Resolution No. 922 – Dudley Onderdonk as presented.

Commissioner Lutton seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Approval of Commissioner Service Resolution No. 923 – Josh Lutton: President Brooks read the resolution. A motion was made by Commissioner Boron to approve Commissioner Service Resolution No. 923 – Josh Lutton as presented. Commissioner Covey seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Oath of Office - Stefanie Boron and Brandon Hinkle: Executive Lisa Sheppard issued the Oath of Office to Stefanie Boron and Brandon Hinkle.

Recess: A celebratory recess was held for Commissioners Lutton, Onderdonk, and Hinkle.

Election of President and Vice-President: Executive Director Sheppard, as Board Secretary, opened nominations for President of the Board. Commissioner Boron nominated Lisa Brooks and Commissioner Hinkle seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Sheppard opened nominations for Vice-President of the Board. Commissioner Covey nominated Stefanie Boron and Commissioner Hinkle seconded the nomination. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Appointment of Officers and Representatives: President Brooks made a motion to appoint Michael Covey as Treasurer; Robert Bush of Ancel Glink, as Attorney and Ethics Officer; Lisa M. Sheppard, Executive Director as Secretary to the Board; Lisa M. Sheppard and Jennifer L. Runkel as Freedom of Information Act Officers; and Lisa

Brooks as representative to the Glencoe Sustainability Committee. Commissioner Boron seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

Motion passed.

Appointment of the representative to the Glencoe Plan Commission was tabled for the June meeting.

Board Committee Appointments: President Brooks announced the appointments including Chair Covey plus all commissioners as members of the Finance Committee of the Whole, Chair Boron plus all commissioners as members of the Special Projects and Facilities Committee, Co-Chairs Boron and Covey and all commissioners as members of the Personnel and Policy Committee.

Board Advisory Group Chair Appointments: President Brooks announced the advisory group appointments including Chair Covey for Watts Advisory Group, Chair Boron for the Early Childhood Advisory Group, and Lisa Sheppard as the NSSRA Liaison. The Glencoe Beach and Lakefront Advisory Group was tabled for the June board meeting.

Financial Report: Director of Finance/Human Resources Mensinger stated we are two months into the year. Mensinger reviewed the history of the pandemic shutdown. When comparing to April 2020, remember the District shutdown in mid-March 2020 and remained closed until June 2020 due to the pandemic. During that time, we did not bill for GJK, ELC, and day care. In a truer comparison of 2021 to 2019, numbers are showing favorably. The county gave a two-month leeway for tax receipts. By the end of May, we should be where we were last year.

Executive Report: Executive Director Sheppard introduced Carol Sente who is running our Board Workshop on June 8. Sente gave an overview of the workshop agenda.

Staff are monitoring COVID mandate changes. There is not enough clarification yet on outdoor mandates, however indoor mask wearing is mandated in the ELC wing/school by the state. We are in between a school and a public building, there are many children not vaccinated who utilize our building. Staff recommend upon entering our building masks must be worn as they may run into a non-vaccinated child. By entering a program without a face mask, the person is verifying that they are fully vaccinated. The fitness center will have mask-required timeslots. Anyone 11 and under and those associated with them must wear a mask. Regulations will continue to change. Common spaces, like the front desk, will have to continue to wear masks. Staff in offices or areas with all fully vaccinated, over 18 adults may remove their mask. There is no risk from a worker's comp perspective if someone gets sick. We will be asking staff if they are vaccinated. For programs with both 11 and under and 12 and older combined, the program will default to the rules for the younger age. We cannot police outdoor areas. Data shows that outdoor transmission is low, however we are expecting updated outdoor guidelines with outdoor pools opening and summer camp starting. Our teachers need to be role models, even if they are vaccinated.

We hired a new Director of Finance/HR, John Cutrera, who starts on June 7.

Season passes for the beach are over 6600, of which 66% are residents. Nonresidents are from Northbrook and Glenview amongst many other zip codes. Free senior pass holders are buying passes and coming into our building to discovery what we have to offer.

Director Leiner gave an update on current projects. The South overlook project wrapped up last week, a carpenter is coming next week for the Boating Beach staircase, the Kalk Park drainage system is installed, staff are working on Kalk Park turf restoration, and trail punch list work is ongoing, for which IDOT is holding our contractor accountable. Kalk is scheduled to be ready for the Fourth of July. The dedication for Kalk will be included with a Thursday night concert and Duke Park's dedication is scheduled on May 29 at 10:00am. The trains have GPS and are very heavy, so will not be locked up. Any time a train leaves the park, a notice will pop out to staff and police will take it from there.

The Memorial Day Celebration is on this year, Lisa Brooks will be talking about the renovation.

During an inspection, we found that AYSO was not securing the soccer goals following the law. Staff met with AYSO and they will be held accountable. In addition, neighbors are concerned about children climbing the nets. The safety committee will meet to see if it is a safety issue.

Summer staff training is very extensive and in a COVID-world very difficult to accomplish. We were short only one or two positions for hiring this year.

Park ambassadors will be brought back this year and may be permanent. They will roam parks, courts, fields, and the beach seven days-a-week at first and then possibly reduced to Fridays/weekends only as needed.

The software transition will be busy this fall. There will be testing with the community.

Other Business: There was no other business.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:37pm. Commissioner Hinkle seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

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Lisa M. Sheppard  
Secretary