

APPROVED

MINUTES OF SEPTEMBER 20, 2021 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
ZOOM and 999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

Commissioners and members of the public confirmed they could see and hear.

The meeting was called to order at 7:01pm and roll was called. All commissioners gave permission to be recorded.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Bart Schneider, Commissioner
Carol Spain, Commissioner

Staff present:

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

Members of the public in attendance who signed in or spoke: Adam Weinberg

Consent Agenda: A motion was made by Commissioner Boron to approve the consent agenda items as presented including Minutes of August 3, 2021 Community Meeting on West Park, Minutes of August 3, 2021 Regular Board Meeting, Approval of 5/28/2021-8/31/2021 Water Bill, and Approval of the Bills. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Brooks

NAYS: None

ABSENT: None

The motion passed.

Matters from the Public: President Brooks noted that matters from the public is a time for comments, not questions and answers, and each person will be given three minutes to speak.

Adam Weinberg requested correction of the meeting minutes that indicated all community members were pleased with the design of the West School project. He believes he was the only one who spoke and was certainly not pleased with the design. He disagrees with the project and the way it is being done. It is inappropriate that Glencoe is seeking \$400,000 under the OSLAD program at the expense of disadvantaged communities that rely on those funds. There is also not a need for a \$1.5-2 million project. The pictures used to advocate for this project were taken during storms to make it look like the facilities are in worse condition. It is inappropriate and disgraceful the way the Board is trying to hide the motives and objectives from the community shown in a lack of people attending these meetings. He did not receive a notice about the West School Project even though he is in the database and receives promotional items. This should be included in the minutes and requested to correct previous minutes that have been inaccurately represented.

Approval of the Appointment of Carol Spain to fill the vacancy on the Glencoe Park

District Board of Commissioners: A motion was made by Commissioner Schneider to appoint Carol Spain to fill the vacancy on the Glencoe Park District Board of Commissioners. Commissioner Boron seconded the motion. President Brooks spoke of the interview process and the vetting process spearheaded by Commissioner Schneider. Commissioner Schneider indicated he feels comfortable with how the District went through the process. Executive Director Sheppard added that Commissioner Spain is filling in for two years until the next election. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Brooks

NAYS: None

ABSENT: None

Motion passed.

Oath of Office – Carol Spain: Executive Lisa Sheppard issued the Oath of Office to Carol Spain.

Financial Report: Six months of the financial year are complete. Director Cutrera provided a synopsis of the report and noted that the packet included July and August, but he will focus on August tonight. The recreation department looks very strong. The \$1.4 million surplus is more in line with pre-pandemic levels. Day care does include an \$86,000 grant and is carrying a surplus. The grant funding in the prior year was received later last year totaling \$190,000. We did find out we will be receiving another \$65,000 from the child care restoration grant. The fitness department is breaking even. The beach and boating department is wrapping up the season with a \$357,000 surplus, although payroll and utilities expenses are still coming in. No report for Watts at this early date. The general/administrative department is in line with pre-pandemic levels. The parks department shows increased expenses compared to last year, but is still in line with expectations.

Capital investments are currently a difficult environment. There was a law change allowing the District to invest in corporate bonds. Staff is working with our advisors to determine what to bring to the Board in this environment.

Executive Director Sheppard clarified that child care grants are for Children’s Circle use only for cleaning, software, COVID testing, and paying teacher salaries during room closures. We have not needed to charge a COVID surcharge to parents to pay for those services. Director Collins added that there are additional funds becoming available to pay teachers as a bonus to help with the devastated labor market in child care.

Director Cutrera clarified that the intent of the report is to capture operation expenses and surplus in a simplistic manner. It does not contain more intricate information, for example, capital projects.

Executive Director's Report: Executive Director Sheppard reviewed items in her report. The Duke Park interactive fountain is closed for the season and trains will close on October 29. Additional funds will be budgeted for trains based on need, so they can be rotated for repair due to high usage. The District and Village are looking at options to make the crossing from parking to Duke Park safer. Park 7n Frank Lloyd Wright Cottage outside renovations are complete. The budget process, capital projects, and three-year plan will be brought to the Board for review. Becky Moore started as our very first full-time HR Manager. Glencoe Beach is closed for the season. A survey will go out to pass holders to get feedback on how it was run this summer. Kudos to Matt, Bobby, and the team for a safe and successful season. The community keeps wanting to come together in a COVID environment and our beach team provided that opportunity. A full beach report is scheduled for the November Board meeting. The camp report is scheduled for next month. Two new full-time Children's Circle staff started along with several part-time staff. Staff are looking to incentivize hiring and will present that during budget discussions. Preschool is glad to be back in-person. We also opened Takiff to permanent renters using rooms in a safe way. There are so many new park permits and Adam and Ann are meeting our customers needs. Special events this year were great. Staff will bring Fourth of July to the Board for discussion about how it should look next year. On October 2, we have over 300 kids signed up for the Mud Run, which will follow CDC and IDPH guidelines for safety. For NRPA Conference, department heads are attending sessions virtually. The seasonal employee survey results are in the Board packet to find improvement areas. During the pandemic, we have been using a brochure with QR codes due to COVID unknowns, although we have heard the community prefers the hard copy. Supt. Classen stated the brochure is a work in progress, but will be similar to the previous version along with using QR codes as needed.

Staff answered Board questions. Tennis is now our largest program and a longer session is being offered. North Shore Congregation Israel is an annual rental. Boo Bash will be held outdoors, likely at the newly renovated Kalk Park with a Harvest Fest feel. Our Thursday nights at Kalk were very successful. Family events are very popular, however 30+ events are not seeing a turnout. Nate Van Allen, our new Special Event Manager, has experience in that area.

Action Items:

Review and Approval of Closed Session Minutes 5ILCS 120/2 (c)(21): The Board did not have a need to discuss executive session minutes in closed session. A motion was made by Commissioner Boron to approve and keep confidential executive session minutes from April 6, 2021 and approve and release the executive session minutes from August 3, 2021 as mandated by 5ILCS120/2(c)21 as presented. Commissioner Covey seconded the motion. Commissioner Spain was informed she could abstain from this vote as she did not attend any of the closed session meetings. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Brooks
NAYS: None
ABSENT: None

ABSTAIN: Spain
The motion passed.

Other Business: After reminding the Board of the workshop on October 5 and finding that two commissioners are out of town, Sheppard will try to reschedule the workshop to Monday, November 1, which would replace the November 2 committee meeting. The target for the next Early Childhood Advisory Group meeting is November. A survey went out on the early childhood program itself not of COVID issues. A majority of staff are going to meet the new vaccination mandate policy. It is too early to tell if the policy will help or hurt recruitment.

Adjourn: Commissioner Boron moved to adjourn the meeting at 8:02pm. Commissioner Schneider seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Schneider, Spain, Brooks

NAYS: None

ABSENT: None

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary