

**REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W. CAMP McDONALD ROAD
PROSPECT HEIGHTS, IL 60070
TUESDAY, SEPTEMBER 14, 2010**

I. Call to Order

A. Roll Call

President Bernie Olson called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Jack Barrett
Patrick Ludvigsen
Bernie Olson
Dan Pavlik
Jean Spiegelhalter
Bill Vannelli

Commissioners absent:

Mark Malouf

Also Present:

Kathy Nowicki – Executive Director
Dave Figgins – Superintendent of Recreation and Parks
Annette Curtis – Business Manager
James Lennon – Park District Attorney
Edlyn Castil – Recording Secretary

B. Pledge of Allegiance

The Pledge of Allegiance was led by Kathy Nowicki.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Pavlik and seconded by Commissioner Vannelli to accept the Agenda as submitted. The motion was unanimously approved by a voice vote with 6 ayes, 0 nays, 1 absent (Malouf). Motion carried.

III. Recognition / Introduction

A. Residents - Meg Vannelli

B. Guests – Susie Julison, Director NWSRA

Susie Julison was present and provided an overview of NWSRA programs and participation.

III. Recognition / Introduction (continued)**C. Volunteer Recognition – Community Service Workers**

Superintendent of Recreation and Parks Dave Figgins recognized the community service workers. They have been court ordered and assigned to the Park District. They have been very reliable and have become a significant part of the Park District's workforce performing maintenance support/clean-up. He thanked Dino and Ray for their assistance with coordinating the workers.

IV. Announcements (Meetings)

- | | | | |
|-------------------------------------|-----------------|----------------|-------------|
| A. Finance Committee Meeting | 10/12/10 | 7:00 PM | GMRC |
| B. Regular Board Meeting | 10/12/10 | 7:00 PM | GMRC |

V. Correspondence

- A. ACA Standards Accreditation emailed dated August 16, 2010**
- B. Resident Letter dated August 25, 2010**
- C. PDRMA Healthbeat – Summer 2010**
- D. Invitation – PH City Administrator Retirement Party October 8, 2010**
- E. Announcement – Mount Prospect Elected Officials After Hours October 29, 2010**

VI. Approval of Minutes**A. Regular Board Meeting – August 10, 2010**

A motion was made by Commissioner Pavlik and seconded by Commissioner Ludvigsen to approve the August 10, 2010 Regular Board Meeting minutes as submitted. The motion was unanimously approved by a voice vote with 6 ayes, 0 nays, 1 absent (Malouf). Motion carried.

VII. Public Comment

There was none.

VIII. Park District Treasurer's Report**A. Cash Report #09**

A motion was made by Commissioner Barrett and seconded by Commissioner Pavlik to accept the Treasurer's Report – Cash Report #09 dated August 10, 2010 as submitted. The motion was unanimously approved by a voice vote with 6 ayes, 0 nays, 1 absent (Malouf). Motion carried. See Appendix A

B. Approval of Warrants for Payment

A motion was made by Commissioner Barrett and seconded by Commissioner Pavlik to accept Warrants for payment as submitted for Vendor Warrants #8, 8A, 8B, 8C, 8D, Payroll 16, 17, and Refund 8. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

Absent: Commissioner Malouf

The motion carried.

See Appendix B

IX. Attorney's Report**A. Legal Matters**

Attorney Jim Lennon reported he had no other reports other than what is on the agenda.

X. Administrative / Operational Summary**A. Executive Director**

Executive Director Kathy Nowicki reported a thank you card was received from the Morava Family and an acknowledgement from Village Bank.

B. Superintendent of Recreation and Parks

Superintendent of Recreation and Parks Dave Figgins discussed concerns regarding the Palatine Road work impact to Kiwanis Park.

C. Director of Golf Operations**D. Superintendent of Greens**

As submitted in the Board packet.

XI. Business Manager Report**A. YTD Fund Summary****B. Recreation Fund Summary**

Business Manager Annette Curtis reported there are still outstanding expenses related to summer programs.

XII. Committee Reports

There were none.

XIII. Unfinished/Ongoing Business**A. Community Survey – Final Report Recommendations**

A motion was made by Commissioner Barrett and seconded by Commissioner Pavlik to refer to the Planning Committee to explore in depth what the Park District wants to accomplish with the Community Survey. The motion was unanimously approved by a voice vote with 6 ayes, 0 nays, 1 absent (Malouf). Motion carried.

They Planning Committee will meet on October 5, 2010 at 7 p.m.

B. OOC Course Washroom

Executive Director Kathy Nowicki reported the paperwork was submitted to the Village. Commissioner Spiegelhalter commented that the facility looks significantly better.

C. Lake Claire Property Review

Executive Director Kathy Nowicki reported the surveyor has been completed. The Commissioners reviewed the survey. The Park District owns that part of the pond located on Outlot A. Executive Director Kathy Nowicki will show survey to the home owner who had concerns about creek erosion.

D. School Street and Claire Lane Playground Renovations

Superintendent of Recreation and Parks Dave Figgins reported both are aging parks. They will continue to keep these two parks on the agenda.

XIII. Unfinished/Ongoing Business (continued)**E. GMRC Operating Hours**

Superintendent of Recreation and Parks Dave Figgins reported they have been tracking the use on Fridays after 6 pm. There has been discussion about altering hours, closing the building and/or keeping the Fitness Center open and closing off the rest of the building with a gate. Staff has ordered gates. Staff will ask residents for input by placing signs that indicate "The Park District is considering closing the building at 6 p.m. on Fridays (Sept. – May) and welcome any input." There will be continued discussion regarding this issue.

XIV. New Business

Commissioner Ludvigsen inquired about the past practice of stocking the pool with fish. Commissioners Spiegelhalter and Vannelli plan on meeting to discuss upcoming Golf Staff contracts.

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

XVII. Possible Action on Matters Discussed Executive Session

There was none.

XIV. Adjournment

With no further business to discuss a motion was made by Commissioner Spiegelhalter and seconded by Commissioner Barrett to adjourn the Regular Board Meeting at 8:14 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,

Edlyn Castil

Edlyn Castil

Recording Secretary

Secretary: _____

P. Ludvigsen, Prospect Heights Park District Secretary