

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
NOVEMBER 18, 2013**

The Regular Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Lake Bluff Park District Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

The meeting was called to order at 6:30 p.m. by President Considine.

The following Commissioners were present when the roll was called: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, and President K. Considine.

Staff members present were Ron Salski, Executive Director; Jim Lakeman, Superintendent of Recreation, Safety, and Outreach Services; Ed Heiser, Superintendent of Facility Services & Head Golf Professional; and Rob Foster, Superintendent of Golf & Parks Maintenance.

Also present was resident Kathy Blahunka.

Approval of Agenda

Commissioner Gronau moved, seconded by Commissioner McKendry, to approve the November 18, 2013 Agenda as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard

Motion carried.

Statement of Visitors - None

Approve Minutes of October 21, 2013 Regular Board Meeting

Commissioner Gordon moved, seconded by Commissioner Wallace, to approve the Minutes of the October 21, 2013 Regular Board Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

Regular Board Meeting of November 18, 2013

ABSENT: S. Ehrhard

Motion carried.

Approve Minutes of November 4, 2013 Special Board Meeting

Commissioner Gordon moved, seconded by Commissioner Gronau, to approve the Minutes of the November 4, 2013 Committee of the Whole Meeting, as submitted.

On the roll call, the vote was as follows:

AYE: R. Douglass, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: S. Ehrhard

Motion carried.

Commissioner Ehrhard now present at 6:33 p.m.

CONSENT AGENDA

Approve Invoice Schedule for the period ending November 1, 2013

Approve Invoice Schedule for the period ending November 18, 2013

Commissioner Gordon moved, seconded by Commissioner Gronau, to accept the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Commissioner Ehrhard moved, seconded by Commissioner Wallace, to approve the items on the Consent Agenda as presented.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

FINANCE

October – Monthly Financial Report

Director Salski reported that the October beginning Pooled Cash was \$3,016,914.00. As of October 31, 2013, the total liabilities, equity and surplus (Pooled Cash) was \$2,427,805.00.

During the month of October, the District was \$412,222.00 unfavorable. The Debt Service Fund was the major contributor to being unfavorable, because the District paid off the annual rollover, but did not get the funds. The reason for this was the refinancing of the debt this past year. He reviewed the other funds.

Superintendents Lakeman, Heiser, and Foster presented information on the maintenance, golf, recreation, programs, and health and fitness funds.

Commissioner Gordon moved, seconded by Commissioner Ehrhard, to accept the October, 2013 Financial Report.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Purchase Cards – Ratification

Director Salski reported that October 2013 purchases were \$22,183.44 versus October 2012 purchases which were \$24,167.44.

Commissioner Douglass moved, seconded by Commissioner Wallace, to ratify the Purchase Card payment of \$22,183.44.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

OLD BUSINESS

NEW BUSINESS/ACTION ITEMS

Ordinance 2013-L – Supplemental Budget and Appropriation Ordinance

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Director Salski explained that each fiscal year the Park District prepares its annual budget for the succeeding year, and sometimes unanticipated events that materially impact the budget occur after it has been approved. When this occurs, it is the District's obligation to prepare and approve a supplemental budget and appropriation ordinance.

Commissioner Douglass moved, seconded by Commissioner McKendry, to accept Ordinance 2013-L, disclosing all necessary expenditures and liabilities in all of the District's funds for the calendar year beginning January 1, 2013 and ending December 31, 2013.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Ordinance 2013-K – Amended Budget and Appropriation Ordinance

Director Salski explained that the Budget and Appropriation Ordinance are amended as a common practice to allow for any unforeseen expenses that might occur as a result of repairs, added programs, capital improvements, etc.

Commissioner Gordon moved, seconded by Commissioner Gronau, to accept the amended Budget and Appropriation Ordinance 2013-K, disclosing all necessary expenditures and liabilities in all of the District's funds for the calendar year beginning January 1, 2013, and ending December 31, 2013.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

WRITTEN COMMUNICATIONS

Community Comments/Correspondence

Written information was provided to Commissioners and placed on file by Director Salski.

VERBAL COMMUNICATIONS

Staff: None

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Executive Director Report: Director Salski commented that he recently participated in a group discussion, with other park directors, regarding community engagement, and learned many good ideas to implement in Lake Bluff.

Facilities and Programs Committee – Commissioner Gronau said that programs for 2014 were reviewed and recommendations were accepted.

Friends of Lake Bluff Parks – Commissioner Ehrhard reported that the Committee is looking for fundraising projects. The Block Party is scheduled for July 19, 2014.

Beach and Parks Committee – Commissioner Gordon stated that current Park District policies and procedures were reviewed and ideas were provided to staff. Director Salski commented that policies will be reviewed after the budget process is completed.

Commissioner Comments - Commissioner Gordon reported that the Joint Task Force, with Lake Forest, had a kick-off meeting in October and the next meeting is November 19th, at 7:15 a.m. He listed the membership team members.

President's Report – None

EXECUTIVE SESSION

Commissioner Ehrhard moved, seconded by Commissioner Gronau, to adjourn into Executive Session, at 7:06 p.m., for the purpose of discussion of the meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the District of the minutes or semi-annual review of the minutes as mandated by Section 2.06 per 5 ILCS 120/2(c)(21); and discussion of the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2 (c)(1) of the Open Meetings Act.

On the roll call, the vote was as follows:

AYE: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

The regular meeting reconvened at 7:12 p.m. with the following persons present: R. Douglass, S. Ehrhard, B. Gordon, K. Gronau, K. McKendry, R. Wallace, K. Considine, R. Salski, J. Lakeman, E. Heiser, R. Foster, and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION - None

ADJOURNMENT

Regular Board Meeting of November 18, 2013

There being no further business, motion was made by Commissioner Ehrhard, seconded by Commissioner Gronau, to adjourn the meeting at 7:15 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Kevin Considine, President

Ron Salski, Secretary

Marcia Jendreas, Recording Secretary

Approved this 16th day of December 2013
Board of Commissioners
Lake Bluff Park District