

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**December 13, 2016 – 7:00 p.m.**  
**Community Center**

At 7:00 p.m., Commissioner Schlick called the meeting to order. Commissioners Berrelez, Geary, Kadlec and Leahy were present, along with Director Burton, Superintendent Staton, Business Manager Malloy, Supervisor Ftacek and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from November 22, 2016 was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from Public

- A. Knutte & Associates – Richard Dulaney was in attendance to review the 2015/2016 audit.
  
- B. Ehlers Financial – Maureen Barry was in attendance to present the upcoming bond issuance.

Communications

None

Approval of Bills

Approval of the disbursements from November 23, 2016 to December 13, 2016 in the amount of \$65,651.26 was motioned by Commissioner Kadlec and seconded by Commissioner Berrelez. Roll Call: all aye. Commissioner Kadlec inquired about the payment for the lighting at Fieldbrook Park. Director Burton advised this was for a new lights at the park for the ice rink. Commissioner Kadlec also asked about the two payments totaling \$1,000 to the Village of Wauconda for the Halloween and Christmas events. Superintendent Staton explained that sponsorship monies were paid to the District instead of the Village for these events. Therefore, it was necessary for staff to process a check to distribute back to the Village so they could pay the necessary invoices for the joint event.

Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton reviewed his report with board members. Commissioner Geary stated the number of participants at this year's Holiday Walk seemed low. Director Burton confirmed that she had spoken with Maria Weisbruch who stated the same. Superintendent Staton advised that he had not done the re-cap yet, but believed this was true. He and staff will be discussing ideas for improving the event for next year. Superintendent Staton reminded board members that this year's Senior New Year event is coming up and that they should have received invitations. Commissioners Geary and Schlick advised that they would be there to help.

- B. Finance – No report. Business Manager Malloy was in attendance to assist with any questions regarding the approval of the 2015/2016 budget.
- C. Maintenance – Written report submitted. Director Burton advised that Superintendent Drinkwine was out ill. She reviewed the Parks report with board members.
- D. Risk Management – Written report submitted. Supervisor Ftacek reviewed his report with board members. Supervisor Ftacek advised that he has received 5 applications for the evening custodian position and will be setting up interviews.
- E. W-Fest – Director Burton advised that the next meeting would be sometime in January. She advised that committee members are working on lining up entertainment; checking on availability and costs. Staff discussed having a countdown added to the Park District’s website for this event. Director Burton also stated that the committee members did like the dueling pianos idea.
- F. Administration – Director Burton reviewed her report with board members. Director Burton informed board members that the kick off meeting set for December 14<sup>th</sup> has been changed to the first week in January 2017.

#### Business

- A. 2017 Limited Tax Bonds Issuance – Maureen Barry from Ehlers Financial presented the upcoming \$580,000 bond issuance and answered any questions the board members had prior to its adoption in January 2017.
- B. Approval of Tax Levy Ordinance 2016-05 – A motion to approve Tax Levy Ordinance 2016-05 was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.
- C. Approval of 2015/16 Audit – A motion to approve the 2015/16 audit as presented by Richard Dulaney from Knutte and Associates was made by Commissioner Kadlec and seconded by Commissioner Geary. Roll Call: all aye.
- D. Travel Expense Control Act Resolution – A motion to approve the Travel Expense Control Act Resolution was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. There was discussion on this new law and how it would affect certain events that board members attend throughout the year, along with staff.

#### Unfinished Business

- A. Accounting Software – No update.

### Commissioners Comment

The Board of Commissioners presented Director Burton with a plaque for 20 years of service to the Wauconda Park District.

### Executive Session

At 8:15 p.m., a motion to go into Executive Session for personnel, appointment employment, compensation, discipline, performance or dismissal of specific employees 5ILCS 120/2(c) (1) was made by Commissioner Kadlec and seconded by Commissioner Leahy. Roll Call: all ayes.

At 8:26 p.m., a motion to come out of executive session was made by Commissioner Kadlec and seconded by Commissioner Berrelez. Roll Call: all aye.

### Issues to be voted on by Board that were discussed in executive session.

Commissioner Geary made a motion to approve a \$2,000 bonus for Director Burton for all her efforts this past year, seconded by Commissioner Kadlec: Roll Call: all aye.

### Adjournment

At 8:28 p.m., Commissioner Berrelez motioned to adjourn, seconded by Commissioner Geary. Roll Call: all aye.