

WAUCONDA PARK DISTRICT
Board Meeting
November 27, 2018 – 7:00 p.m.
Community Center

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

Approval of Minutes

Approval of the Regular Session Minutes from November 13, 2018 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Approval of the Executive Session Minutes from November 13, 2018 was motioned by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

None

Communications

None

Approval of Bills

Approval of the disbursements from November 14, 2018 to November 27, 2018 in the amount of \$236,597.47 was motioned by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

Committee Reports

- A. Recreation – No report. Director Burton informed board members that Superintendent Staton was not in attendance since he has been out of power due to the snow storm that occurred this past Sunday. Director Burton informed board members that the winter/spring brochure is out and resident registration starts Monday, December 3rd. Also the annual tree lighting, along with fireworks is this Saturday, December 1st; all are invited to attend. Commissioner Kadlec asked how we informed fitness members of the 9 a.m. opening on Monday after the snowstorm. Director Burton advised that members were notified through the Active software and it was also posted on the marquee. Commissioner Leahy asked if we had sold any of the advertised “small business Saturday deals”. He was advised that none were sold on Saturday, but the promotion was for the entire week.
- B. Finance – Business Manager Malloy reviewed the September budget report with board members. She stated that the District is going to need to comply with the new GASB 75 rule for the 2018/19 fiscal year. She advised that this is an actuarial report that must be run annually, that covers retirees who pay 100% for insurance coverage through the

Park District. She informed the board that the cost for this report will be an additional \$2500 to the District.

- C. Maintenance – No report. Commissioner Kadlec asked if the maintenance staff salted the walking path after plowing. Director Burton stated that the walking path normally does not get salted. Commissioner Kadlec stated that she had driven by around 2:45 p.m. and noticed that the walking path from the Cook Park entrance to the W-Fest lot entrance had not been plowed. Director Burton advised that she was not aware of this, but would check with staff.
- D. Risk Management – Written report. Supervisor Ftacek reviewed his report with board members.
- E. W-Fest – Director Burton advised that the next meeting will be scheduled in January, after the holidays.
- F. Administration – Director Burton reviewed her report with board members. Director Burton informed board members that she has already made room reservations for everyone to attend this year's IPRA Conference. The Board reviewed registration options available to them. Director Burton advised that she would need to know by December 10th, if board members were planning on attending the conference.

Business

- A. 2017/18 Audit Review – A motion to approve the Annual Financial Report for the year ending April 30, 2018 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.
- B. Personnel Manual Review/Section 3 – A motion to approve the changes to 3.1 and 3.3 of Section 3 regarding changing the Good Friday holiday to a personal day was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Unfinished Business

- A. Sponsorship Plan – No update.

Commissioners Comment

None

Executive Session

None

Adjournment

At 8:13 p.m., Commissioner Berrelez motioned to adjourn, seconded by Commissioner Bader. Roll Call: all aye.