

**Minutes of the Regular Meeting of the  
Posen Park District Board of Commissioners  
On Thursday June 3, 2010 at 7:00PM  
at the Offices of the Park District on 143<sup>rd</sup> & Campbell**

**Opening:** President Whitcomb called the meeting to order at 7:05PM. Upon roll call Commissioners Whitcomb, Murphy, Chmielak, and Lopez were present. President Whitcomb led those present in the Pledge of Allegiance.

**Additions/Revisions To The Agenda:** There were none.

**Citizens To Be Heard:** There were none.

**Approval of Minutes:** Commissioner Whitcomb presented the minutes of the regular meeting on Thursday May 20, 2010. Commissioner Murphy moved to approve the minutes as presented. Commissioner Lopez seconded the motion. All Commissioners voted Aye, motion carried.

**Approval of Ordinances/Agreements:** There were none.

**Commissioner Reports:**

**Finance: Commissioner Murphy**

**Approval of Bills:** Commissioner Murphy presented the bills to the Board for approval. Commissioner Chmielak inquired about the check he signed to be used to set up the Chase account, which Commissioner Murphy stated was not used and the number was used to catalog ACH payment for the ink cartridges. Commissioner Chmielak commented on the need to use all checks signed for their intended purposes. Commissioner Lopez moved to approve the bills, seconded by Commissioner Chmielak. All Commissioners voted Aye, motion carried.

**Treasurer's Report:** Tabled until budget meeting.

**Year End Breakdown:** Tabled until budget meeting.

**2010/2011 Budget:** The Board discussed the need to construct and set the approval schedule for the budget. A consensus was reached to hold a budget meeting Friday June 11 at 6:00PM.

**New Account:** The new account at Chase is set up. In the next month or so, we will have to begin making transfers up to the minimum account balance and the paperwork has been sent to the Cook County Treasurer to change our tax disbursements to this account.

**Maintenance: Commissioner Chmielak**

**Summer Help Hiring:** Tabled due to background checks pending.

**Other:** Bremen Township came out again and did some planting, ball field work, grading of the parking lot and road, cut grass, painted bleachers, and took out the loose roofing from the dugouts. Our part timer has cut all parks, and is engaged in weed whacking Commissioner's Park. Zuziak Park's horseshoe pits have been started in repairs, and equipment is being painted in Therapeutic Park. The glider is being repaired and painted, with the other glider to follow. Tom Whitcomb donated five cabinets which will be painted and used in the garage to store a lot of our stock and loose parts. The second grasshopper is almost operational, with a few parts to be adjusted, fluids to be drained and changed, and covers to be reattached. The first grasshopper and John Deere are working. The tractor still needs to be looked at but appears as though it can run, just needs a gasket change. The garbage barrels have been painted and will be rotated with the ones out at the parks. Commissioner Chmielak stated we need to look at the ComEd Lease to see who is responsible for maintaining the drive and parking lot. We have a pile of chips to be used for chipping around the trees to reduce cutting and maintenance time.

**Recreation: Commissioner Whitcomb**

**SWSRA Meeting Report:** The next meeting is Wednesday June 16 at Raday Lodge in Midlothian at 10:00am.

**Policy: Commissioner Whitcomb**

**Bylaws Review & Final Adjustments:** The Bylaws were sent out, and copies are here tonight. Final adjustments were made. The contract amounts were set to be \$20,000 for bid requirements and \$2,500 for contracts being required. Discussion ensued with regards to the rules enforcement and fines. It was decided that trespassing and unauthorized entry penalty would be a \$500.00 fine, with all other violations and anything attributed to gang activity to be a \$750.00 fine. It was stated that a strong deterrence is the only way to stop vandalism and reckless behavior from occurring. 1<sup>st</sup> reading will be June 17<sup>th</sup>.

**Park District Literature:** Commissioner Whitcomb will be purchasing the agreed upon literature in the coming weeks.

**Formation of Needed Additional Committees:** Additional committees were deemed unnecessary. Discussion was had about shifting responsibility for the Recreation Committee and Community Outreach. Commissioner Lopez agreed to take this Committee. Commissioner Whitcomb moved to assign Commissioner Lopez as Chair of the Recreation & Community Outreach Committee. Commissioner Chmielak seconded the motion. All Commissioners voted Aye, motion carried.

### **At Large: Commissioner Lopez**

**Other:** It was commented that the area inside the border of the equipment needs to be cut regularly since the weeds are overgrown. It was stated that new landscape fabric and wood fiber needs to be put down and the border raised since the equipment is so far off the ground. Commissioner Lopez also stated that another tree branch fell off at Zuziak. These trees will be addressed as soon as funds are available. It may also be prudent to research new trees to plant in proper places for investment and scenic purposes.

### **Old Business:**

**Therapeutic Park Installation & Midlothian Equipment Installation:** Therapeutic Park equipment will be delivered Friday June 18<sup>th</sup> and installation will begin Monday June 21<sup>st</sup>. The installer, Todd Mazza, will be out Wednesday or Thursday to look at the installation site. Installation will take two or three days. We will be responsible for unloading the truck, so we need to talk to the Village to see if we can use their fork truck for unloading the equipment into Commissioner Chmielak's garage. If we can narrow the time down we can schedule employees for that day to unload as well. The Midlothian equipment is set for removal. Our insurance is in order, we have one quote from Jim Waterson for \$11,532, and S&J Construction has asked us for the opportunity to quote as well. This is not counting the border and fall protection. Midlothian is letting us take the border from the site. Commissioner Whitcomb stated we can order the additional supplies during the installation. Midlothian wants the equipment removed by June 15<sup>th</sup>. Commissioner Chmielak moved to contract with the lowest proposal that meets the minimum requirements of removal and reinstall of the equipment and swings from Midlothian Roesner Park in Posen Commissioner's Park. Commissioner Murphy seconded the motion. All Commissioners voted Aye, motion carried.

**Office Equipment:** The all in one is continuously failing and refuses to acknowledge new ink cartridges. Commissioner Chmielak moved to purchase a new all in one printer up to the price of \$300. Commissioner Whitcomb seconded the motion. All Commissioners voted Aye, motion carried. Commissioner Murphy is getting a computer donated from his work, and we will still look into purchasing a new unit so we are able to run all of our programs. There is nothing wrong with running more than one computer at the office.

**Court Resurfacing:** The matter is delayed indefinitely due to union issues with possible striking. The project is not time sensitive and we can wait to see when and if something materializes.

**Carnival:** The carnival will not be happening as there are too many concerns, the park is under water, and it is too fast for us to get any vendors in to maximize our profits. Commissioner Whitcomb commented that the person in charge of the carnival spoke in very different terms when speaking to him versus when he spoke to Commissioner Murphy and that the general idea made him uncomfortable with proceeding.

### **New Business:**

**Community Flier & Commissioner Posting:** A flier was discussed to go out immediately after the renovation at the parks. A newsletter was discussed. We need to detail who the Board members are, that the parks are under new management, and the accomplishments of the Board thus far. Also the vacant Commissioner posting was discussed and at this point the Board will post a notice and see if anyone steps forward.

**Summer Events (Movies In The Park & Dixie Dash):** Movies in the park will be explored further. Commissioner Chmielak stated that the Dixie Dash is something we should explore and hype up to our benefit. Opening the concession stand that day for the passers by in the cars and people who come to watch the parade of cars.

**Other Business:** Commissioner Chmielak stated he needs to purchase the swing parts we agreed upon and that the inventory is pending until other more pressing matters are addressed and the garage is organized.

**Open To Public:** Mary Ericksen asked if we could approach the Village or Library to insert our newsletter into their mailing. She asked about the ink and if we tried the cartridge in another printer. The Board stated all machines we have use different cartridges. Jody Chmielak asked about the injured employee. The Board responded that there is no change and that there would be some time before another update. There is not much detail we can go into. She inquired about the security badges that the park ordered. Commissioner Whitcomb stated that he found the order for the badges and one badge. The other four are in the possession of Melanie, Ed, Buddy, and Jim. Three of those needed to be returned as Melanie, Ed, and Buddy are no longer with the District and they identify them as our officers. Commissioner Whitcomb stated he would like in the future to start a Park District Security force. She asked if we can order new business cards as the current ones are horribly out of date with names. The Board will order new individual business cards for each Commissioner. Mary Ericksen asked if anyone is going to court for the Don Jacobs case. Commissioner Whitcomb stated he will if he doesn't have work, and he will notify the public on details.

**Executive Session (if needed):** None needed.

**Adjournment:** Commissioner Murphy moved to adjourn the meeting. Commissioner Lopez seconded the motion. All Commissioners voted Aye. Meeting adjourned at 8:47PM.