

**Minutes of the July 17<sup>th</sup>, 2017 Meeting of the Posen Park District Board of Commissioners**

**Call to Order**

Board President Jody Chmielak called the meeting to order at 6:30pm at the Park Office on 143<sup>rd</sup> & Campbell.

**Roll Call**

**Commissioners Present:** Karen Klotz, Al Chmielak, Jody Chmielak      **Commissioners Absent:** None.

**Also Present:** TJ Whitcomb – Director of Parks & Recreation

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Additions or Revisions to the Agenda**

There was nothing to discuss under Item 8a, Long Term Planning/A.D.A. Plan.

**Approval of June 19<sup>th</sup>, 2017 Meeting Minutes**

Comm. Al Chmielak moved to approve the June 19<sup>th</sup>, 2017 minutes, seconded by Comm. Karen Klotz. Motion carried 3 -0.

**Approval of the June Financial Report & Payment of Bills**

Comm. Karen Klotz moved to approve the June financial report and payment of bills, seconded by Comm. Al Chmielak. Motion carried 3 -0.

**Director's Report (\* = Action Item)**

Director T.J. Whitcomb gave his report (Attached) and answered questions on the items.

- a) Cook County E.A.V.
- b) Maintenance Items
- c) Potential Capital Projects & Purchasing Lists
  - Exofit Outdoor Fitness Equipment
  - Roof Repairs & Replacement (Office & Concession Stand)
  - Zuziak Park Playground
- d) Fiscal Year 2016-2017 Audit
- e) Meetings/Activities
  - Completed Events (Movie in the Park, Pet Well Clinic)
  - Upcoming Events (Movie in the Park, Resale, Circus)
  - New Ideas
  - SWSRA
- f) Correspondence/Other

**Unfinished Business**

**Long Term Planning Lists/A.D.A. Plan:** Nothing at this time.

**Board Vacancy:** Nothing at this time.

**New Business**

None.

**Public Comments**

None.

**Executive Session**

None needed.

**Adjournment**

Comm. Al Chmielak moved, seconded by Comm. Karen Klotz, to adjourn the meeting at 7:03pm. Motion carried 3 -0.

*Karen Klotz* 8-28-17

## **Report of the Director of Parks & Recreation July 17<sup>th</sup>, 2017 Board Meeting**

**Cook County E.A.V.** – Our E.A.V. did slightly rise this year for the first time in years. In addition, the State of Illinois budget impasse has concluded for the time being without a local property tax freeze being passed so we are out of danger on that front for the time being.

### **Maintenance Items**

- Repairs are currently being completed on the old Kubota mower to address the numerous identified issues. Total repair costs will run approximately \$2,000.00
- Benches and planters will be installed in the near future at Park 5. If there are no other ideas, I will also have a sign made identifying the park as Albany Park.
- One of the slides at Therapeutic Park was cracked near the bottom and has water inside it now. It was under warranty and the replacement will be arriving early next week.

### **Potential Capital Projects & Purchasing Lists**

- **Outdoor Fitness Equipment** – Most of the equipment arrived but upon inventory, the rowing machine was missing. It has been located and is being shipped. This may push installation to mid September.
- **Roof Repairs & Replacement** – I will be contacting contractors to give pricing on repairs to the garage roof and concession stand roof. The concession stand is almost certainly a complete replacement, and we may need to consider that route with the lower roof on the office/garage as well as we have issues in several separate areas (all 3 rooms).
- **Zuziak Park Playground** – One of the same playground sales representatives who contacted me and kept in contact about Park Site 5, whose company did not get the equipment order, also inquired about any other playgrounds nearing replacement status. I took him out to see the Zuziak Park playground and I anticipate a proposal from him by the August meeting. I did this so we have an idea what we can get and what cost as that is the next playground needing replacement.

**Fiscal Year 2016-2017 Audit** – A significant amount of requested paperwork and files were forwarded to the auditor. I am awaiting word on other needed items as well as the site visit.

### **Meetings /Activities**

#### **• Completed Events**

- **Movie in the Park** – June 23<sup>rd</sup> – About 50 people in attendance. Sold \$61 dollars of product out of the concession stand. Posen Police cleared the basketball courts prior to the movie.
- **Pet Well Clinic** – July 8<sup>th</sup> – Served 68 animals, including our first 5 cats in the 3 years of doing this event. This is up from 30 animals last year and I anticipate this event continuing to grow. The weather allowed for the check in to be held under a canopy outside and kept the animals out of the office until vaccination time with the veterinarian and assistant.

#### **• Upcoming Events**

- **Movie in the Park** – August 18<sup>th</sup>
- **Resale** – August 5<sup>th</sup> currently but looking at moving into September after the circus
- **Circus** – September 7<sup>th</sup>

• **New Ideas** – I am looking for suggestions for new event/program ideas to explore.

• **SWSRA** – The next SWSRA meeting is Wednesday July 26<sup>th</sup>. Discussions have been ongoing on the SWSRA Board about the financial state of the Association. I will need to bring our board up to date on the situation, our ongoing attempts to address it over the past several years, and the next steps needed now as our other efforts have largely been exhausted.

### **Correspondence/Other**