

Minutes of the September 25th, 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 143rd & 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 new to discuss under Unfinished Business.

Appointment of Commissioner & Oath of Office

Pres. Jody Chmielak moved to appoint Emily Robertson to the office of Commissioner, seconded by Comm. Al Chmielak. Motion carried 3-0. Director Whitcomb administered the Oath of Office to Emily Robertson.

Approval of August 28th, 2017 Meeting Minutes

Approval of the minutes was tabled until the next meeting due to the omission of the discussion with Mayor Podbielniak.

Approval of the August Financial Report & Payment of Bills

Comm. Karen Klotz moved to approve the August financial report and payment of bills, seconded by Comm. Al Chmielak. Motion carried 4 -0.

Director's Report

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
 - Zuziak Park Playground
- d) Fiscal Year 2016-2017 Audit
- e) Meetings/Activities
 - Events
 - SWSRA
- f) Equipment Rental Policy
- g) Correspondence/Other

Unfinished Business

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

Board Vacancy: Nothing at this time.

Roof Repair/Replacement Quotes: Nothing at this time.

New Business

Approval of Fiscal Year 2016-2017 Audit: Comm. Al Chmielak moved to approve the Fiscal Year 2016-2017 Audit to be placed on file, seconded by Comm. Karen Klotz. Motion carried 4-0.

Public Comments

None.

Executive Session

None needed.

Adjournment

Comm. Karen Klotz moved, seconded by Comm. Emily Robertson, to adjourn the meeting at 7:16pm. Motion carried 4 -0.

Approved 10-16-2017

Report of the Director of Parks & Recreation September 25th, 2017 Board Meeting

Cook County E.A.V. – I submitted a second letter to Mayor Podbielniak along with the TIF extension approval asking for village assistance in 3 matters, including the identification of these properties. Mayor Podbielniak advised me that he received this letter and is consulting with Attorney Molaro on this and the other matters.

Maintenance Items

- Maintenance continues to address the upkeep of the parks and we are waiting for cooler weather to undertake projects including the brick area around the flagpole, painting, and installation of planters, benches, and sign at Park 5.

Potential Capital Projects & Purchasing Lists

- **Outdoor Fitness Equipment** – The equipment was installed on September 19th & 20th. I am contacting the company because we may be missing covers for the bolted bases. I am not sure on this so I am awaiting an answer.
- **Roof Repairs & Replacement** – I have no new proposals at this time. I am in the process of writing a formal RFP to submit to roofing companies so that everyone has the same information and procedures to submit.
- **Zuziak Park Playground** – No new information at this time.

Fiscal Year 2016-2017 Audit – I have reviewed the draft reports and included them with the board packets for your review. If there are no questions, everything appears to be in order and I would be looking for an approval of the audit.

Meetings /Activities

- **Events**
 - Resale – September 23rd
 - Circus – September 7th
- **SWSRA** – The SWSRA meeting was Wednesday September 20th. Hickory Hills Park District has voted to join effective January 1st, 2018. Other member districts continue to be pursued.

Discuss Equipment Rental Policy – I am in the process of gathering information to compose a draft. When this is completed the draft will be included in a board packet.

Correspondence/Other