

Minutes of the Regular Meeting of the Posen Park District
Board of Commissioners on Thursday March 3, 2011 at 7:00PM
At the Offices of the Park District on 143rd & Campbell

Opening:

President Whitcomb called the meeting to order at 7:06pm. Upon roll call, Commissioners Whitcomb, Murphy, Chmielak, Lopez, and Haran were present. President Whitcomb led those assembled in the Pledge of Allegiance.

Additions/Revisions to the Agenda: Dwayne Tyson of the Dixmoor/Phoenix Vikings was added under Citizens To Be Heard. Commissioner Chmielak added introduction of a new volunteer under his report.

Citizens to Be Heard: Mr. Dwayne Tyson, head of the Dixmoor/Phoenix Vikings football organization came to give a presentation to the board, seeking to involve Posen residents in playing for the team and making use of Memorial Park as a home field. The Board asked questions relating to security, , cost, insurance, and what exactly the organization would look to the Posen Park District for. President Whitcomb informed Mr. Tyson that the board would need the organization handbook and insurance information before any further consideration could be made.

Approval of Minutes: President Whitcomb

The Board reviewed the minutes of February 17, 2011. Commissioner Chmielak moved to approve the minutes, seconded by Commissioner Murphy. Roll Call: Murphy: Aye Chmielak: Aye Lopez: Abstain Haran: Aye Whitcomb: Aye

Approval of Ordinances & Agreements: None to consider.

Finance & Capital Improvements: Commissioner Murphy

Treasurer's Report & Bills Statement: Commissioner presented the Treasurer's Report. In the First Midwest Account, there was a beginning balance on 02/17/2011 of \$20,556.06, deposits of \$3,951.37, disbursements of \$8,065.85, and an ending balance on 03/03/2011 of \$16,441.58. In the Chase Account, there was a corrected beginning balance on 02/17/2011 of \$2,161.24 (due to a double recorded payment deletion), deposits of \$8,000.00, disbursements of \$3,266.53, and an ending balance on 03/03/2011 of \$6,894.71. The combined account balance on 03/03/2011 is \$23,336.29. There was also an Unpaid Bills List presented for approval totaling \$1,197.14.

Approve Treasurer's Report & Payment of Unpaid Bills List: Commissioner Lopez moved to approve the Treasurer's Report as presented, seconded by President Whitcomb. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye. Commissioner Chmielak moved to pay the unpaid bills detail, seconded by Commissioner Lopez. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

1st Draft 2011/12 Budget: President Whitcomb presented the first draft of the next year's budget to the board. The commissioners will review the budget and discuss it next meeting, with a possible budget meeting to be set up before the end of the month. The goal is to approve this right at the beginning of the fiscal year. The budget will be tight as President Whitcomb has worked hard to slash it back to 2008/09 levels of total expenditures. The bond money will be separate from other considerations in the budget. Challenges included raising payroll for part time workers while cutting the mistakenly built in bloat that occurred during the last days of the old board. Commissioner Chmielak inquired what it would take to change our fiscal year, to which President Whitcomb responded that a lawyer and county would have to be consulted and he would look into it in the summer.

Bond Recovery: The board discussed what to do with the bond money. It was agreed to limit the purchases to capital improvements and heavy equipment purchases. Commissioner Murphy presented information on Chase, First Midwest, and online savings account interest rates. Commissioner Chmielak stated that he felt the money should be placed in a separate First Midwest Account, where we have had our business relationship the longest, accessible only by the President and Treasurer. When we decide what amount to establish as a reserve fund, then we put that wherever the

interest rate is highest. Commissioner Murphy moved to establish a holding account at First Midwest Bank, seconded by Commissioner Haran. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye.

Audit Pricing: There is a quote from Knutte of \$7,500.00 for our audit, which is far more than our budget, but a reflection of no full audit in over 10 years. Commissioner Haran will get the information of Bob Brown to Commissioner Murphy so he can quote the exact type of services detailed by Knutte. Commissioner Haran expressed concerns with Knutte based on information he has encountered. Commissioner Murphy and President Whitcomb stated the relationship with neighboring park districts and SWSRA makes them comfortable with services Knutte.

Payroll Service: Commissioner Murphy presented price quotes from a payroll service that he is acquainted with for the board to consider. The board proceeded to debate the merits of switching to a payroll service, the cost, and what time would be saved. President Whitcomb told the board members to consider this and to contact Commissioner Murphy with any questions in advance of the next meeting.

Buildings & Grounds: Commissioner Chmielak

Tasks Completed: Signs are completed and will be posted starting next week. Picnic tables are being assembled. A large purchase of needed shop items and tools was made, and the receipt was turned over to Commissioner Murphy. Commissioner Chmielak obtained quotes for the vibratory plate compactor, with the cheapest being \$1,585.00 for a new, non-reversible one from Martin Implement. Commissioner Chmielak moved to approve purchase of the compactor, seconded by President Whitcomb. Roll Call as follows: Murphy: Aye Chmielak: Aye Lopez: Aye Haran: Aye Whitcomb: Aye. There is also a quote for a new Kubota tractor with the bucket attachment and the modifications we need for \$17,195.00. Ours is very old and in need of some costly repairs. Representatives from Martin Implement will be coming out to assess the value of our old tractor for a possible trade-in price reduction. The board agreed to consider the new tractor, as having fresh equipment under warranty while we have money to purchase will set us up for years.

Other: Commissioner Chmielak introduced a new volunteer who will be helping us with flowers and other projects.

Recreation & Community Outreach: Commissioner Lopez

Easter Egg Hunt: The hunt is set and the community center is aware of our time and location for their fliers.

Website: Commissioner Lopez stated people have inquired about updating the website. President Whitcomb responded that both his time and the designer's time has become a factor in updating, and that he will attempt to contact the individual who provided our computer about the possibility of a website maintenance contract.

Planning & Development: Commissioner Haran

Carnival Committee: Commissioner Haran will meet with the representative from St. Christopher's carnival committee to learn what goes into planning the event. One band has been scouted and is available for the event. No contract has been signed. The next task is to secure as many food vendors as possible.

Personnel & Policy: President Whitcomb

Summer Help: The board discussed summer help. President Whitcomb stated we need to post the notices soon, but they need to be at least 18 and have valid driver's licenses.

Attorney Report: None at this time.

Superintendent Report: None at this time.

Old Business: None.

New Business: None.

Correspondence: None.

Open To Public: None.

Executive Session (if needed): None needed.

Adjournment:

Commissioner Chmielak moved to adjourn the meeting, seconded by Commissioner Murphy. All Commissioners voted Aye, meeting adjourned at 8:50 pm.