

Minutes of the September 3rd, 2019 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 Posen Park District Office at Memorial Park on 143rd Street & Campbell Avenue in Posen, Illinois.

Roll Call

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|------------------------|-----------------------------------|----------------|
| Jody Chmielak | Commissioner/Board President | PRESENT |
| Al Chmielak | Commissioner/Board Vice President | PRESENT |
| Karen Klotz | Commissioner/Board Secretary | PRESENT |
| Terrence (TJ) Whitcomb | Director of Parks & Recreation | PRESENT |

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda

None.

Approval of Meeting Minutes

Commissioner Karen Klotz moved to approve the August 6th, 2019 Meeting Minutes, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

Approval of the June/July Financial Report & Payment of Bills

Commissioner Al Chmielak moved to approve the August financial report and payment of bills, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

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
- d) Meetings/Activities
- e) Financial Reports
- f) Correspondence/Other

Unfinished Business

Long Term Planning Lists/A.D.A. Plan: There were no new matters to discuss. This item remains ongoing.

Board Vacancy: We do not have a candidate to consider for at this meeting. This item remains ongoing.

New Business

Commissioner Al Chmielak moved to approve the Fiscal Year 2018-19 Annual Financial Report for filing with the Illinois Comptroller, seconded by Commissioner Karen Klotz. Motion carried 3 votes Aye to 0 votes Nay.

Commissioner Karen Klotz moved to approve the verbal quote from Smitty's Landscaping for removal of the 3 ash trees at Commissioners Park, not to exceed \$1,000.00, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

Approval of quote for asphalt work at Memorial Park was delayed due to the quote from Wally's Paving not being available at the present time.

Public Comments

None.

Executive Session

None needed.

Adjournment

Commissioner Karen Klotz moved to adjourn the meeting at 6:50pm, seconded by Commissioner Al Chmielak. Motion carried 3 votes Aye to 0 votes Nay.

Report of the Director of Parks & Recreation September 3rd, 2019 Board Meeting

Cook County E.A.V. – I have drafted a letter with our request and set up a meeting with the mayor for Tuesday morning to discuss the records we need.

Maintenance Items

- Jeff hung the second marquee at Commissioners Park on the sign facing 147th Street.
- Both the cooler and the deep freezer in the concession stand are inoperable and will need to be prepared, loaded, and scrapped at the recycling yard. When we get to the remodel of the concession stand, I believe we will be fine with a smaller cube deep freezer and a couple of table top drink refrigeration units. We will need to check all other equipment for operational status to develop a full list of needed replacements, but I already know the hot dog cooker needs replacing as well.

Potential Capital Projects & Purchasing Lists

- **Zuziak Park Playground** – No news from KaBOOM! at this time. The project is deemed shovel ready and awaits selection by a funding partner which can occur at any time.
- **Tree Trimming/Removal** – I met with Smittys for a pricing on tree trimming/removal at Commissioners Park on 8/29. I hope to have a quote available for the meeting.
- **Asphalt at Memorial Park** – Contacted Wally's Paving for an initial estimate on fixing/expanding the area outside of the garage. I hope to have a quote in hand for the meeting.

Meetings /Activities

- **SWSRA** – SWSRA's August meeting was on the 21st. The September meeting will be on the 18th.
- **Carnival** – I finally have confirmation. We will be making our second attempt at the carnival this year October 3rd through the 6th. I am putting a request in to the village to have the area across from village hall as a potential backup location in case it is needed and viable.
- **August Movie in the Park** – Our first use of the movie screen outdoors went off flawlessly. Captain Underpants was well received by our crowd. We only ended up with about 20 people but I still count it as a success. Jeff attached eye bolts to the concession stand so we were able to strap the screen frame and speaker poles to the wall rather than utilize stakes.
- **Future Movies in the Park** – Friday September 20th 7:30pm at Memorial Park. Screening Secret Life of Pets 2.
- **Resale** – Saturday September 14th 8:30am – 12:30pm at Commissioners Park. \$10 per space.

Financial Reports

- I have included the AFR and Compilation Report prepared by Hearne & Associates for Fiscal Year 18-19 in the packet. Please take time to review. We will need a roll call vote approval at the board meeting to file the AFR with the Comptroller.

Correspondence/Other

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