

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 11/21/17

MINUTES:

Commissioners present: John Hemingway, Russ Hamm, Curtis Bortell, & Philip Weiss
Attorney Joe O'Donnell
Staff Present: Rachel Lenz & Kayla Morphey
Media and others: 7

6:02 pm – President Hemingway declared the meeting open.

2. **Approval of Agenda** – Commissioner Hamm moved to approve the agenda. Commissioner Bortell seconded the motion. The motion passed (4 ayes – 0 nays).

3. **Consideration of and action on the minutes, bills and transfers, and monthly financial statements** – Commissioner Hamm moved to approve the minutes. The motion was seconded by Commissioner Weiss. The motion passed (4 ayes - 0 nays). Treasurer Hamm reported that the funds are in line and look good overall. Commissioner Bortell moved to approve the October financial statements as well as the November bills and transfers. Commissioner Weiss second the motion. The motion was approved on roll call vote (4 ayes - 0 nays).

4. **Public Comment** – Jeff Mabrey of Macomb, Illinois spoke to the board on behalf of the Macomb Little League program. Mabrey has served on the Little League board for approximately 15 years, several of those years as President. Mabrey brought certain concerns up to the board about the youth's ability to play at Veterans Park with the lack of lights. Other concerns that were raised consisted of the leagues ability to operate the concessions stand at Veterans, losing that source of revenue, and a lack of communication before the two organizations. Mabry raised several questions they hoped to have answered, what is the foreseen timeline for installation? Is there opportunity for shared time on the currently lit diamonds? Are there plans in place to acquire funding?

President Hemingway reassured Mabrey and the Little League board members present that it is the wish of the district to get lights installed on the fields as soon as possible. Director Lenz informed them that the cost of the lights would be between \$400,000 and \$500,000. Other potential funding option were discussed that the District would be looking into. To further open communication between the two organizations Director Lenz and Commissioner Hamm volunteered to attend the next Little League Board meeting.

5. **President's report** – President Hemingway announced that Peter Murphy from IAPD contacted him and asked him to serve another term on the current committee he sits on. Hemingway also talked about the Citizens Police Academy that both himself and the Superintendent of Support Services attended over the last several months with the Macomb Police Department. He applauded the quality of programming put on by the Macomb Police and the amount of information they each learned about police procedures.

6. **Director's report** – Director Lenz discussed the collaborative weekend effort with Pepsi, Hy-Vee, Regional Media, Macomb Area Convention and Visitors Bureau, McDonough County Housing Authority, and Hornfield campus put on the first annual Zombie Apocalypse Macomb. They were excited to present McDonough County VIBE with a check for \$2,500 at their annual benefit. Lenz also announced the Superintendent of Events position has been officially open and applications are being accepted until December 5th. The process will lead into January to allow flexibility through the holiday season but she hopes to have a new Superintendent named by the end of January. Lenz also informed the board that it is budget season in the main office and that herself, along with Chris Frankhauser were busy getting numbers together to prepare for the upcoming budget levy and for the 2018 budget.

Lenz was invited to sit on a panel for the interviews of the new Executive Director candidates for the Macomb Area Convention and Visitors Bureau. She announced that the new director that was selected is a Macomb native who is very accomplished and is excited for what he can bring to Macomb. Lenz announced that the parks have officially been winterized so the bathroom facilities are no longer open. The parks will remain open until the first snow hits to help sustain the life of the roads. Lenz informed the board that both herself and the district graphic design artist, Whitney Christophe, have been invited to present to the IAPD state conference on the Unplug-Macomb campaign and the strategy used to produce the response that was seen in Macomb.

Lenz closed with announcing a new fundraising campaign called Push 4 Parks. The new capital campaign is specifically for raising funding towards the installation of the lights at the youth baseball diamonds at Veterans Park. Lenz invited anyone interested in being a part of the effort to contact her at the Park District main office.

7. Committee reports – N/A

8. Distribution and consideration on Executive Director's Annual Review with possible closed session – 5ILCS 120/2(c)(2) – President Hemingway suggested that the motion include both agenda items 8 and 9, as both are personnel issues that qualify for closed session. Hemingway reminded everyone that no action can be taken in closed session and anything requiring a vote would be voted on when they returned to open session. Commissioner Bortell moved that the board enter into closed session to review the presented documents and possible salary adjustment. Commissioner Weiss second the motion. The motion passed by a roll call vote (4 ayes, 0 nays). The board entered into closed session at 6:35 p.m.

9. Action on Executive Director's Annual Review and possible salary adjustment – The board returned to open session at 7:12 p.m. on a motion by Commissioner Hamm, with a second from Commissioner Weiss. The motion passed (4 ayes, 0 nays). Commissioner Hamm motioned that the board accept and approve the Executive Director's annual report and adjust the Executive Director's salary 5%. Commissioner Bortell second the motion. The motion passed by a roll call vote (4 ayes, 0 nays).

10. Consideration and possible action on revised District travel policy - President Hemingway reopened any further discussion on the travel policy that had been distributed at the previous meeting. Hemingway proposed a minor change to the verbiage that discusses choices by seniority to "ties be broken by a coin flip" for those that were sworn in at the same meeting. Commissioner Bortell moved to approve the revised travel policy. Commissioner Hamm second. The motion passed (4 ayes, 0 nays).

11. Discussion and action on naming an official delegate for the IAPD Business Meeting – President Hemingway shared with the board that Commissioner Pettigrew would be senior member of the board to be considered but was not sure she would be able to attend. Commissioner Weiss was the only board member available to attend, as such, became the official delegate for the IAPD Business Meeting.

12. Open Commissioner presentation and discussion of future agenda items. – Commissioner Hamm requested that board members be informed what the policy would be in the future for Veterans Park.

7:23 Meeting adjourned on motion from Bortell, second by Weiss. The meeting was adjourned (4 ayes - 0 nays).

Respectfully submitted

Rachel Lenz, Secretary
Macomb Park District