

MACOMB PARK DISTRICT  
BOARD OF COMMISSIONERS MEETING 1/17/17

MINUTES:

Commissioners present: John Hemingway, Pat Sowers, Valencia Pettigrew, Steve Horrell, Russ Hamm  
Attorney Joe O'Donnell  
Staff Present: Rachel Lenz & Chris Frankhauser  
Media and others: 1

6:10 – President Hemingway declared the meeting open.

**2. Approval of Agenda** – Commissioner Sowers moved for approval of the agenda. Commissioner Pettigrew seconded the motion. The motion passed (5 ayes – 0 nays).

**3. Consideration of and action on the minutes, bills and transfers, and monthly financial statements** – Commissioner Horrell moved for approval of the minutes. Commissioner Sowers seconded the motion. The motion passed (5 ayes – 0 nays). Assistant Treasurer Frankhauser updated the board on the final number for the 2016 year. Frankhauser made the board aware that 2017 was going to be a very tight budget year for the Park District. Commissioner Sowers moved to approve of the bills and transfers and monthly financial statements. Commissioner Hamm second the motion. The December financial statements and January bills were approved on roll call vote (5 ayes – 0 nays).

**4. Public Comment** – None

**5. President's report** – President Hemingway informed the commissioners that he would be attending the annual IAPD conference Thursday through that weekend. President Hemingway also announced his recent acceptance on becoming a member IAPD state board of trustees for a two year term. Hemingway update the board on data related to the Glenwood Pool stating that more data was being compiled and will be made available to the board for the February meeting. President Hemingway also announced the first meeting of the Macomb Area Recreation and Leisure Foundation would be prior to the next Park Board meeting and officers would need to be elected for the foundation as laid out by its current bi-laws.

**6. Director's report** – Director Lenz gave the board an update on transition into the director's role. Lenz announced she would also be attending IAPD conference to meeting other local executive directors and begin learning more about her new role. She mentioned the Superintendent search was underway and the District had already received a large amount of applications for the position. Director Lenz informed the board of a new security system being installed at Ball Fore. She mentioned Neil Armstrong would be attending a playground safety training to fulfill that requirement for the District and that she would be taking the training in the following year to allow for a rotation of the certification. Director Lenz also distributed a list of upcoming events and important dates to the board.

**7. Committee reports** – N/A

**8. Consideration and action on election of OMA and FOIA officers.** – President Hemingway discussed the need for OMA and FOIA officers for the District. Typically the officers have been the director and the business manager. As such Hemingway asked for a motion to designate Director Lenz and Chris Frank Hauser as the officers. Commission

Horrell moved to elect Lenz and Frankhauser as OMA and FOIA officers. Commissioner Sowers second the motion. The motion passed (5 ayes, 0 nays).

**9. Consideration and action on election of Secretary and Assistant Secretary** – President Hemingway stated the board needed to elect a new Secretary for the board. The Secretary has the power to administer oath and apply the seal to documents. President Hemingway asked for a motion to elect Director Lenz as Secretary and Chris Frankhauser as Assistant Secretary. Commissioner Sowers moved to elect Lenz and Frankhauser. Commissioner Horrell second the motion. The motion passed (5 ayes, 0 nays).

**10. Consideration and action on election of Treasurer and Assistant Treasurer** – President Hemingway raised the issue of the board needing to elect a Treasurer. The Treasurer works in conjunction with the District Business Manager to check the Districts financials but that they are not the District's chief financial officer. Commissioner Hamm volunteered his services to become the next Board Treasurer. Commissioner Pettigrew nominated Philip Weiss as Assistant Treasurer. Horrell moved to elect Hamm and Weiss. Commissioner Sowers second the motion. The motion passed (5 ayes, 0 nays).

**11. Open Commissioner Presentation and discussion of future agenda items - None**

6:52 Meeting adjourned on motion from Sowers, second by Hamm.

Respectfully submitted

Rachel Lenz, Secretary  
Macomb Park District