

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on May 18, 2017 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order Commissioner Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathstack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Manager of Marketing and Creative Development, Dawn Hartman; IT Technician, Matt Slocum; Clerk, Pam Rank

ABSENT: None

* * * *

Pledge of Allegiance: The Pledge of Allegiance was recited

Changes to the Agenda: None

Visitors: None

Written Correspondence: None

* * * *

CONSENT AGENDA:

Executive Director, Bill McAdam listed the items on the Consent Agenda as follows:

- Approval of Minutes – April 20, 2017 Regular and Executive Session Meetings and May 4, 2017 Workshop and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$1,270,711.53
- Acceptance of the DuPage County Canvass for the Consolidated General Election of April 4, 2017

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,270,711.53. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Cushing, Gelwicks and Salaba
 Nays: None
 Absent: None

ACTION ITEMS:

Commissioner Mahoney made a motion to accept Fiscal Year Ending December 31, 2016 Audit and Management Letter as presented. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Cushing, Gelwicks and Salaba
Nays: None
Absent: None

Commissioner Gelwicks presented out-going Commissioner Cushing with a Plaque for his eight years of service sitting on the Board of Park Commissioners.

Commissioner Cushing thanked Staff, Executive Director McAdam, and the Board past and present. He will miss making an impact on the community.

At 7:25 p.m. Commissioner Mahoney made a motion to adjourn Sine Die. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Gelwicks, Cushing, Livorsi and Salaba
Nays: None
Absent: None

Commissioner Gelwicks called the meeting to order at 7:27 p.m.

PRESENT: Commissioners Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Manager of Marketing and Creative Development, Dawn Hartman; IT Technician, Matt Slocum; Clerk, Pam Rank

Special Order of Business – Oath of Office

Tom Salaba and Sandra McDonnell both took the Oath of Office.

Election of Officers

Commissioner Livorsi made a motion to elect Commission Gelwicks to the office of President. Commissioner Mahoney seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Mahoney, Gelwicks, McDonnell and Salaba
Nays: None
Absent: None

Commissioner Livorsi made a motion to elect Commissioner Salaba to the office of Vice President. Commissioner Mahoney seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Mahoney, Gelwicks, McDonnell and Salaba
Nays: None
Absent: None

Commissioner Salaba made a motion to elect Commissioner Livorsi to the office of Secretary.
Commissioner Mahoney seconded the motion.

Roll Call: Ayes: Commissioners Salaba, Mahoney, Gelwicks, Livorsi and McDonnell
Nays: None
Absent: None

Commissioner Livorsi made a motion to elect Commissioner Mahoney to the office of Treasurer.
Commissioner Salaba seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Salaba, Gelwicks, Mahoney and McDonnell
Nays: None
Absent: None

Commissioner Livorsi was appointed Plan Commission Representative

Executive Director McAdam was appointed SEASPAR Representative and Commissioner McDonnell as the Alternate.

Commissioner Mahoney was appointed Review Committee for Aids/Infectious and Communicable Diseases.

Superintendent of Planning, Paul Fyle was appointed ADA Coordinator.

Executive Director, Bill McAdam and Executive Assistant, Debbie Bender were appointed FOIA Officers.

Executive Director, Bill McAdam and Assistant Director for District Services, Sara Rathsack, were appointed Open Meetings Act Representatives.

Commissioner Mahoney made a motion to authorized Signatures for Bank Accounts and Certified Copy of Corporate Resolutions and List of Officers. Commissioner Salaba seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Salaba, Gelwicks, Livorsi and McDonnell
Nays: None
Absent: None

BOARD BUSINESS

President Comments – Commissioner Gelwicks thanked Commissioner Salaba for joining the Board again and he also thanked Commissioner McDonnell for stepping up as a write-in candidate. He also thanked Matt Cushing saying that it was a real pleasure working beside him.

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam informed the Board that a Master Plan kick-off meeting took place today and that he hoped there would be documentation for Board approval in September.

Recreation Report

Director Kelly reported a few updates to the Recreation Report. Regarding the Barton Group, additional pending sales now total \$32,950. And the LINK before and after school program now has 32 participants.

Commissioner Gelwicks asked if there was a way to track how often the trails at Lyman Woods are closed. Director Kelly responded that MNRIS, Shannon Forsythe may have that information. He will look into.

Planning Report

Superintendent of Planning, Paul Fyle brought the Board up to speed regarding Lincoln Center HVAC, Lincoln Center Elevator improvements, the Park District Master Plan & Community Needs Assessment and Ebersold Park parking lot repairs and resurfacing.

Parks Report

Director Penman reported that the maintenance staff is busy making turf repairs due to heavy rainfall. For Arbor Day, 150 seedlings were distributed to Arbor Day participants and an additional 350 seedlings were made available to the general public.

District Services Report

Assistant Director for District Services, Sara Rathsack, reported that there were no further updates to her report and asked if there were any questions.

SEASPAR

Nothing to report.

PLAN COMMISSION

No Report

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RECOGNITION OF VISITORS

None

Commissioner Gelwicks announced that the next Park District Board meeting will be held June 1, 2017 at 3:00 p.m. and will start at the Administrative Office and leave from there for a Park Tour.

FINAL ADJOURNMENT

The meeting was adjourned at 8:05 p.m., following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell and Salaba
 Nays: None
 Absent: None

Respectfully submitted,

Frank Livorsi,
Secretary

DOWNERS GROVE PARK DISTRICT

May 18, 2017

7:00 P.M.

Village Council Chambers

AGENDA

- A. CONVENING THE MEETING
 - 1. Call to Order
 - 2. Roll Call
 - 3. Pledge of Allegiance
 - 4. Changes to the Agenda

- B. COMMUNICATIONS
 - 1. Recognition of Visitors
 - 2. Written Correspondence

- C. CONSENT AGENDA
 - 1. Approval of Minutes – April 20th, 2017 Regular and Executive Session Meetings and May 4th, 2017 Workshop and Executive Session Meetings
 - 2. Treasurer’s Report
 - 3. Payment of Bills – In the amount of \$1,270,711.53
 - 4. Acceptance of the DuPage County Canvass for the Consolidated General Election of April 4, 2017

- D. ACTION ITEMS
 - 1. Request Acceptance of Fiscal Year Ending December 31, 2016 Audit & Management Letter

- E. UNFINISHED BUSINESS
 - 1. Special Presentation Honoring Commissioner Matt Cushing

- F. ***ADJOURN SINE DIE***

DOWNERS GROVE PARK DISTRICT

May 18, 2017

7:00 P.M.

Village Council Chambers

AGENDA

- A. CONVENING THE MEETING
 - 1. Call to Order
 - 2. Roll Call
 - 3. Special Order of Business – Oath of Office
 - 4. Election of Officers
 - A. President
 - B. Vice President
 - C. Secretary
 - D. Treasurer
 - E. Appointment of Plan Commission Representative
 - F. Appointment of SEASPAR Representative
 - G. Appointment of Review Committee for Aids/Infectious and Communicable Diseases
 - H. Appoint Paul Fyle as ADA Coordinator; Appoint Bill McAdam and Debbie Bender as FOIA Officers; Appoint Bill McAdam and Sara Rathasack as Open Meetings Act Representatives
 - 5. Changes to the Agenda

- B. CONSENT AGENDA

- C. ACTION ITEMS
 - 1. Request Authorization of Signatures for Bank Accounts and Certified Copy of Corporate Resolutions and List of Officers

- D. BOARD BUSINESS
 - 1. President Comments
 - 2. Commissioner Comments

- E. STAFF AND COMMITTEE REPORTS
 - 1. Executive Director
 - 2. Recreation
 - 3. Planning
 - 4. Parks
 - 5. District Services
 - 6. SEASPAR
 - 7. Plan Commission

- F. UNFINISHED BUSINESS
- G. NEW BUSINESS
- H. RECOGNITION OF VISITORS

I. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JUNE 1, 2017 AT THE ADMINISTRATIVE OFFICE FOR A PARK TOUR

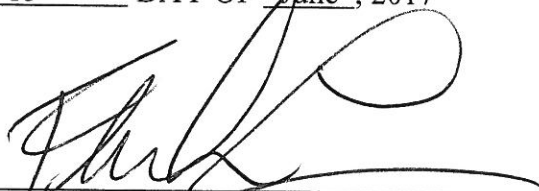
- J. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 1. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5)
 - 2. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to 5 ILCS 120/2(c)(1) of the Open Meeting Act
- K. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)
- L. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Frank Livorsi, DO HEREBY CERTIFY THAT I am the Secretary in and for the Downers Grove Park District, DuPage County, Illinois; that the foregoing is a true and correct copy of the Minutes from the May 18th, 2017 Regular Meeting of the Board of Park Commissioners. Said Minutes were duly passed by the Board of Park Commissioners of the Downers Grove Park District at a regular meeting on the 15th day of June , 2017, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 15th DAY OF June, 2017



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District