

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on April 7, 2016 at Lincoln Center,
935 Maple Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:02 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 Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Athletics & Outdoor Facility Manager, Mike O'Shea; Recreation Supervisor, Matt Netrefa; Clerk, Pam Rank

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Recognition of Visitors: None

Written Correspondence: The Board was presented with a thank you note from the Leadership Team

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DISCUSSION ITEMS:

The Link Update

Director Kelly presented the Board with a timeline of topic discussion items for upcoming meetings. He proceeded to present a power-point explaining why the LINK program is important. Recreation Supervisor, Matt Netrefa explained that the Park District has a feeder program that currently leads to nowhere. Adding, the LINK before and after school care system would tie the school programs, camps, parties, etc. together. He explained that when programs are canceled due to non-participation, the community loses trust in the Park District. Director Kelly expressed how the LINK would enhance the District's programs by going full circle. There will be a discussion on Operating Details of the Program at the May 19th Board Meeting.

Affiliate Agreement Update

Director Kelly pointed out three changes to the Affiliate Agreements previously discussed by the Board. Exhibit C showed the proposed fee rates for athletic fields for the Affiliates and the cost for non-resident tournament teams. This Exhibit shows the fee structure through the year 2021. Exhibit E shows a breakdown of park services and rates for non-resident affiliates and for tournaments. Exhibit G showed a change in the discount for the Affiliates from 80% plus an additional 10% if paperwork was turned in on time, to a flat 90% discount. The Board reminded staff that the original wording was in place for a reason and they all agreed that the original wording (80% plus an additional 10% discount) should remain in place.

Commissioner Gelwicks commented that as part of the affiliate agreement, an organization must be non-profit and have volunteer board. Commissioner Gelwicks was able to find status on all affiliates except the Panther organization. Staff will look into this matter. Commissioner Gelwicks also asked if the affiliate cheerleaders are included in the "resident" status of the team. Mike O'Shea verified that they were. Commissioner Gelwicks thought that the guidelines should be adjusted to show that cheerleaders are inclusive. Director Kelly also pointed out that on page 5 of the presentation, wording has been added to assure that all volunteer coaches are properly trained on concussion protocol. Commissioner Salaba asked how the Park District will verify that volunteers have been properly trained. Staff will look into this matter. Director Kelly informed the Board that these updates will be made to the affiliate agreements. Staff will reconvene with the affiliates and get their feedback.

Americans with Disabilities Act Audit Update

Director Penman started the power-point presentation explaining what ADA was; what it covers; what is required of the Park District; discriminations; and exceptions. Superintendent of Planning, Paul Fyle went on to explain the ADA design guidelines and the history of the Park District's compliance. He also explained that there were requirements for the Distinguished Agency accreditation and what steps were necessary for the completion of the ADA transition plan.

Reschedule April 14, 2016 Workshop Meeting

The Board agreed on Monday, April 25th for the workshop discussion of the Master Plan.

Miscellaneous- Safety Manual

Assistant Director Rathsack informed the Board of recent revisions to the Safety Manual. She asked the Board to review the manual and will seek their approval at the next Board meeting.

Commissioner Cushing asked if Thorguard was up and running. Staff reported that it was.

Commissioner Mahoney asked when the Gander Disbander at Prince Pond will be installed. Staff reported that it had been installed earlier that day.

Assistant Director Brown informed the Board that Nationwide is currently restating some of its documentation. He will bring information back to the next meeting.

Commissioner Cushing received a communication regarding "Noah's Hope" asking if the Park District would consider some kind of recognition at Loy Park after the passing of Noah. Executive Director McAdam said there was a tree and/or bench donation program available through the Park District. Commissioner Mahoney thought it would be a good idea to handle this outside of the Park District and offered to contact the Grove Foundation to fund this project.

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next meeting of the Park District Board will be held April 21, 2016 at the Village Council Chambers.

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to Executive Session at 9:17 p.m. following a motion made by Commissioner Livorsi and seconded by Commissioner Salaba

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

FINAL ADJOURNMENT

The meeting was adjourned at 11:00 p.m. following a motion made by Commissioner Gelwicks and seconded by Commissioner Mahoney

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

Respectfully submitted,

Tom Salaba
Secretary

DOWNERS GROVE PARK DISTRICT

April 7, 2016

7:00 P. M.

Lincoln Center – Room 503

WORKSHOP MEETING AGENDA

1. CONVENING THE MEETING
 - 1.1 Call to Order
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Changes to the Agenda
2. COMMUNICATIONS
 - 2.1 Recognition of Visitors
3. DISCUSSION ITEMS
 - 3.1 The Link Update
 - 3.2 Affiliate Agreements Update
 - 3.3 American Disability Act Audit Update
 - 3.4 Reschedule April 14th, 2016 Workshop Meeting
 - 3.5 Miscellaneous
4. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD APRIL 21st, 2016 AT THE VILLAGE HALL COUNCIL CHAMBERS

5. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 5.1 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) of the Open Meetings Act
 - 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 Meetings Act
6. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Tom Salaba, 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 April 7th, 2016 Workshop 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 21st day of April, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21st DAY OF April, 2016

T. Salaba
Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District