

**OLYMPIA FIELDS PARK DISTRICT
MINUTES OF THE 732nd REGULAR MEETING
Tuesday, June 19, 2018 6:00 p.m.
Bradford Barn**

President Carlton-Jordan called the meeting to order at 6:12 P.M.

Pledge of Allegiance/Roll Call:

Board Members Present: President Carlton-Jordan; Commissioner Martin; Commissioner Aloway and Commissioner Sneed

Board Members Absent: Commissioner McGuire-Smith

Also Present: Denise Will, Executive Director, Jesus Vargas, Superintendent of Recreation and Beverly Meekins, Treasurer.

Commissioners Comments: Commissioner Sneed commented on how well Dir. Will has handled the recent changes. Dir. Will said thank you, and that she was blessed with a very dedicated and loyal staff that genuinely care about the organization and take pride in what they do. Dir. Will stated that all the maintenance duties have been divided up between the full-time staff and things were beginning to smooth out. Commissioner Aloway asked the status of the troubles with the mechanical issue with the splash pad. Jesus reported that the contractor is looking at a leak somewhere in the line which could cause issues with the water pressure. Staff will report back to the board next month on to what extent it will be a cost to our budget. Jesus said that we feel confident that we can limp along and get through the summer with it.

Open Forum: No one present to address the board.

Approval of Minutes: Commissioner Aloway motioned to approve the minutes with one motion and his motion was seconded by Com. Martin. The following were approved unanimously:

1. Regular May 22, 2018
2. Special Meeting May 29, 2018
3. Regular April 18, 2018
4. Executive Session 1, April 17, 2018
5. Executive Session 2, April 17, 2018
6. Executive Session 3, April 18, 2018

Public Hearing on proposed budget for FY 2018-2019:

- a. **Presentation of the Budget:** Treasurer Meekins presented the Tentative Budget FY 2018-2019 to the board. She pointed out the revenue from the final levy report and that she had made a 10% adjustment vs. the normal 5% that we normally do because of the problem with the refunds from last year. Director Will and Superintendent Vargas explained some of the expense numbers and how much has been cut back without a cut in service.
- b. **Approval of Tentative Budget:** Commissioner Aloway motioned to approve the tentative budget 2018-2019 to be open for Public inspection for 30 days. The motion was seconded by Com. Sneed. All in favor.

Approval of Claims List: Commissioner, Aloway motioned to approve Claims list for May 2018, Total amount of \$4,574.23. Seconded by Commissioner Com. Martin. Roll call vote, all present in favor.

Old Business:

- a) **Irons Oaks Parking Lot Permit:** Com. Martin reported on two meetings that were held with the Village of Olympia Fields. The Village is looking for a few concessions from Irons Oaks; moving the dumpster to the north parking lot so that it won't be seen from the entrance and more native plantings along the frontage of Western Ave. The good news is the permit process is moving along. It was noted that the Village Engineers had not seen the drawings prior to our meeting so now we must wait for their notes. Cheryl is going to see if we can get an extension on the quoted price from the contractor.

New Business:

- a) **Prevailing Wage Ordinance 2018-04:** Motion to Approve ordinance #2018-04 was made by Com Sneed. Seconded by Commissioner Alloway. All present in favor.
- b) **Nominations and Elections of Park District President/Vice President:** Com Martin nominated Pres. Jordan for another term. There were no other nominations. The nomination was accepted, all in favor. Com. Martin nominated V.P. McGuire Smith for an additional term. There were no other nominations. All present in favor.
- c) **Appointment of Secretary and Treasurer:** Denise Will appointed as Secretary and Beverly Meekins as Treasurer.
- d) **Appointment of Irons Oaks Representatives:** Tony Martin and Com. Chris Sneed will serve as representatives on the Irons Oaks Operating Committee.

Correspondence: None

Staff Reports: President Jordan asked staff to explain to the board about discussion of going to two brochures a year vs. three. Discussion took place about separating the brochure to cover a Fall/Winter season and a Spring/Summer season. The reasoning behind this is to cut our costs. Staff also discussed possible elimination of the printing of the brochure and a move toward the use of more social media platforms. The board held discussion on twitter, facebook, website and the possibility of an app for iphone and android for quick registration. Pres. Jordan directed staff to pursue the possibility of using students from Governor's State University who may possibly need a project such as organizing such a project for us.

Staff also discussed utilizing "credit card hold" as an alternative to cash or checks when renters of our facilities need to put down a security deposit. The board felt this would be a great way to save time and money that refunds of these types of deposits take to produce. It also prevents cash in and out which causes a head ache for accounting.

Adjournment: President Carlton-Jordan adjourned the meeting at 7:50 P.M.

Next Board Meeting: Tuesday, July 17, 2018 at 6:00 pm.

Respectfully submitted,

Denise Will, Secretary