

**OLYMPIA FIELDS PARK DISTRICT
MINUTES OF THE 749th REGULAR MEETING
Tuesday, March 17th, 2020 6:00 p.m.
Bradford Barn**

President Carlton-Jordan called the meeting to order at 6:00 P.M.

Pledge of Allegiance/Roll Call:

Board Members Present via Conference Call: President Carlton-Jordan, Commissioner Robinson, Commissioner Hurley, Commissioner Britt-Johnson

Board Members Absent: None

Also, Present: Treasurer Beverly Meekins, Interim Executive Director Jesus Vargas, Attorney Eric Anderson.

Open Forum: NONE

Additions or Corrections to Agenda: None

Approval of Minutes:

Motion made by Com. Hurley and seconded by Com. Britt Johnson to approve Minutes of the 748th regular board meeting of January 21st, 2020.

Financial Reports:

Approval of Claims List: Commissioner Robinson motioned to approve Claims for January 2020 in the amount of **\$26,496.21** Seconded by Commissioner Hurley.

Commissioner Carlton-Jordan questioned the Rodding Invoice, Executive Director Vargas explained that Sgt. Means drainage system was blocked and needed to be rodded to drain properly. Commissioner Hurley motioned to approve Claims for February 2020 in the amount of **\$31,609.16** Seconded by Commissioner Robinson. Roll call vote, all present in favor.

Treasurers Report: Treasurer Meekins presented her report. Commissioner Britt-Johnson asked Treasurer Meekins to create a specific line item for employee's payroll. Treasurer Meekins will investigate accommodating this request.

Old Business:

None.

New Business:

- A. Executive Session-Executive Sessions pursuant to section 2 (c) (1) of the Opens Meeting Act for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.
- B. Olympia Fields Park District response to Covid-19 Executive Director Vargas provided following Memo:

Olympia Fields Park District Facility and Programming Update

EFFECTIVE MARCH 18, 2020 Programs / Rentals.

As a public health precaution:

- All youth, adult and senior programs will be cancelled.
- All senior trips will be cancelled during this period.
- All private parties/rentals will be canceled and can be rescheduled or refunded at the patron's discretion.

The above schedule is anticipated to be effective from 03/18/20 through 04/05/20. As this situation remains fluid, the Olympia Fields Park District will make the necessary changes to our facilities and programming. We are carefully monitoring developments regarding the global spread of COVID-19 (Coronavirus). We are following the most current recommendations for treatment and preventing the potential spread of infection. The health and safety of our community is of utmost importance to the Olympia Fields Park District.

We will be answering phone calls and returning voicemail messages:

Monday-Friday 9:00 A.M.-4:00 P.M.

at 708-481-7313 X221 or 708-481-7313 X226

Replying to emails at reception@ofparks.org

We will follow recommendations put forth by the Illinois Department of Public Health

(IDPH) www.dph.illinois.gov and

the Centers for Disease Control and Prevention

(CDC) www.cdc.gov/coronavirus/2019-nCov/index.html

Discussion ensued as Executive Director Vargas stated that the office would remain open only performing essential functions such as answering phone calls, responding to emails and providing tours as all these functions fall in line with social distancing guidelines. Commissioner Britt-Johnson asked if we should close the office all together? Executive Director Vargas stated that all employees including himself felt comfortable with this process and again all social distancing guidelines would be adhered to during the duration of the timeframe stated. It was decided if all employees felt safe while practicing social distancing then operations could continue as needed.

Correspondence:

A. None.

Staff Reports: Executive Director Vargas reported that OFPD has accepted bids for mowing and Integrity Mowing was awarded the contract. Commissioner Carlton-Jordan requested that we focused on preventing clumping of excessive grass and waiting to long between cuts. ED Vargas also mentioned that weed and feed will be completed this year at all parks. If any additional treatment is needed in the fall, it will be applied. Commissioner Britt-Johnson also mentioned a meeting we had with the Western Golf Association (WGA) regarding the BMW Championship to be held in Olympia Fields. The purpose of this meeting was to provide the WGA an opportunity to use the Park District as a possible location for child day care and or an evening social.

Meeting Adjourned:

President Carlton-Jordan adjourned the meeting at 8:01 P.M. and announced the next meeting is scheduled for April 21st, 2020 at 6:00 PM in the Bradford Barn.

Respectfully submitted,
Jesus Vargas, Secretary