



**Park District of Oak Park
Committee of the Whole
Oak Park Conservatory
615 Garfield Street
Oak Park, Illinois
Thursday, January 9, 2014, at 7:30pm**

Minutes

The meeting was called to order at 7:35pm.

I. Roll Call

Present: Commissioners Guarino, Lentz, Wick, and President Bullock. Commissioner Aeschleman arrived at 7:36.

Park District Staff present: Jan Arnold, Executive Director; Mike Grandy, Superintendent of Buildings and Grounds/Facility Maintenance; Maureen McCarthy, Superintendent of Recreation; Bill Hamilton, Superintendent Revenue Facilities; Kyle Cratty, Director of Finance; Diane Stanke, Director of Marketing & Customer Service; Scott Stewart, Conservatory Manager; and Karen Gruszka, Executive Assistant.

Others Present: Frank Lipo, Historical Society; Gary Cuneen, PlanItGreen; Heidi Ruele-May, Pleasant Home; Andrea Green, FOPCON; Daniel Grove, The Lakota Group.

II. Public Comment - None

III. Recreation and Facility Program Committee

A. Historical Society Update

Frank Lipo, Executive Director of the Historical Society, presented the annual update for the Historical Society including: fundraising towards the Historical Society's move; hopeful for fall 2014, exhibits, collaborations, events, and plans for their future. Frank expanded on the importance of the Historical Society and the value it provides to the community. He brought a book entitled *Legendary Locals of Oak Park* which the Historical Society was thanked in the acknowledgements for the references provided during research for the book. The Historical Society's lease is up in 2014 and they are looking to discuss the possibility of extending the timeline in accordance with their moving date. The Board thanked him. No action is needed by the Board on this item.

B. PlanItGreen Report Card Update

Gary Cuneen, PlanItGreen, provided a Community Sustainability Report Card for Oak Park and River Forest. He ran through the assessment with the Board including: energy, transportation, education, community development, water, food, waste, green economy and open space/ecosystems along with grants awarded. Scott Stewart, Conservatory Manager, attends the monthly meetings as a PDOP representative. Gary extended the invitation that PlanItGreen was available to support the Park District in their future planning and daily activities. No action is needed on this item at this time.

C. Pleasant Home Foundation

Heidi Ruele-May, Executive Director of Pleasant Home, explained changes in staffing at Pleasant Home creating new energy to generate income as well as other changes including: their use of social media (facebook, twitter, blogging and free calendar usage), programs, performances, tours, joint efforts with the community, Visit Oak Park, and changes in their rental usage to focus on better suited rentals for the property. Heidi updated the Board on the IL

Department of Natural Resources Grant for the summer dining porch and its progress. No action is needed on this item at this time.

IV. Buildings and Grounds/Facility Maintenance Committee

A. FOPCON – Oak Park Conservatory’s East Garden Update

Andrea Green, President of FOPCON, presented the Board with the concept for the Oak Park Conservatory’s East garden showing the entrance from the Conservatory, gates, water features, plants, inter-active and educational features. She explained their fundraising to-date and that it had been increased to \$200,000 to cover the entire concept shown. The Park District was looking for the Board’s support for the PDOP to fill out an application for a IDNR museum grant for this project. The Board questioned the amount of concrete in the concept, the maintenance of the project in future years and a possible annual contribution towards this annually from FOPCON, and other educational projects in the community. This will come before the Board at the January Regular Board Meeting under the Regular Agenda.

B. 218 Madison Plan Update

Executive Director Arnold informed the Board of the expected timetable of the 218 Madison project and of the architectural plans from Nagle Hartray. A meeting will take place with the architects to discuss the plans and cost saving measures. The priorities will be 1) life safety necessities of the building such as roof, sprinklers, heating, and stairwell exits, 2) the Buildings and Grounds Department, and 3) changes in the administration area. Due to the roof and HVAC work needed, staff will need to relocate to another building during renovation. This will come before the Board at the April Board Meetings.

C. Comprehensive Marketing Plan

Executive Director Arnold reminded the Board of the Comprehensive Master Plan history for the Park District and of the approved new Comprehensive Master Plan in 2014. Four RFPs had been received from the fourteen mailed; three were chosen by the committee for an interview. From those interviews, the committee including Commissioners Bullock and Wick, chose The Lakota Group. The Board briefly ran through The Lakota Group’s proposal asking questions and voicing concerns in their proposal as well as contractual companies that would be used. The Board was assured that all had been reviewed thoroughly during the interview process and would be monitored during the process. This will come before the Board at the January Regular Board Meeting under the Regular Agenda.

D. Greening Advisory Committee New Member

Executive Director Arnold informed the Board due to the departure of Doug Chien, a vacancy had opened on the GAC. Mark Pellettieri had come forward with interest in being a part of the committee with high recommendations from Doug Chien. His background and past community involvement will be a welcome addition to the Committee. This will come before the Board at the January Regular Board Meeting under the Consent Agenda.

E. Community Meeting – Carroll Master Plan Update

Executive Director Arnold informed the Board of the new community meeting planned on February 5, as the previous meeting was cancelled due to inclement weather. The Board asked to be invited to all Master Plan community meetings regardless whether they are the representative of the Board for that park renovation. No action is needed on this item at this time.

V. Administration and Finance Committee

A. Illinois Park and Recreation Conference January 23-25 Update

Jan Arnold, Executive Director, reminded the Board of the upcoming conference; twenty-nine employees will be attending. We have three tables reserved for the All-Conference Awards

Luncheon at which time we will be receiving our Distinguished Accreditation Award as well as an Exceptional Workplace Award. Senator Harmon and Representative Lilly will be joining our tables. No action is needed on this item at this time.

VI. New Business - None

VII. Executive Session

At 9:12p.m. Commissioner Guarino moved and Commissioner Wick seconded that the Park Board of Commissioners convene into closed session to discuss matters related to discussion of a specific employee of the District. **The motion passed with a roll call vote of 5:0.**

At 9:29p.m. a motion was made by Commissioner Guarino and seconded by Commissioner Wick to adjourn the Executive Session. **The motion passed a voice vote.**

VIII. Adjournment

At 9:29p.m. a voice vote was taken to adjourn the Committee of the Whole. **Motion carried in a voice vote.**


Secretary
Board of Park Commissioners

February 20, 2014
Date


President
Board of Park Commissioners

February 20, 2014
Date