



**Park District of Oak Park
Committee of the Whole Meeting
Oak Park Conservatory
615 Garfield Street
Oak Park, Illinois
Thursday, October 2, 2014**

Minutes

The meeting was called to order at 7:37pm.

I. Roll Call

Present: Commissioners Aeschleman, Guarino, Lentz, Wick, and President Bullock.

Park District Staff present: Jan Arnold, Executive Director; Chris Lindgren, Assistant Superintendent of Buildings and Grounds/Facility Maintenance; Bill Hamilton, Superintendent of Revenue Facilities; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Scott Sekulich, Customer Service Manager; Laura Sowers, Program Manager; and Karen Gruszka, Executive Assistant.

Others Present: Carolyn Newberry-Schwartz and Diana Rosenbroch, Collaboration For Early Childhood; and Joan Fiscella, Women League of Voters.

II. Public Comment - None

III. Recreation and Facility Program Committee

A. Collaboration For Early Childhood Update

Executive Director Arnold began by reminding the Board that they had signed a two-year contract with the Collaboration for Early Childhood last year and that Carolyn Newberry-Schwartz and Diana Rosenbroch were here to present an update reviewing highlights of the past year and what's in store for the future including: partnerships with the local governmental agencies, trainings, support, criteria for gathering information for the new database and its uses in the future, ages of children worked with, early intervention, the current questionnaire that was sent out and its feedback and their screenings. The Board thanked them for their work in the District. **No action is needed by the Board on this item.**

B. Annual Pool Report

Bill Hamilton, Superintendent of Revenue Facilities, presented the 2014 Pool Report. The report included discussion of: revenue, the impact of the weather, passes including an increase in swim lessons, vending/concessions, lifeguards and keeping them through end of season. The Board questioned the increasing of fees and history of increases and were informed that there has not been an increase since 2009 and there was no negativity from the increase when it went up back then. Bill also informed them that lifeguard retention information was being gathered from other Park Districts to better serve the community. **No action is needed by the Board on this item.**

C. Annual Program Scholarship Report Update

Scott Sekulich, Customer Service Manager, briefly ran through his report as well as informing the Board of the increase in scholarship funds allocated, with a total of \$29,476 given as of September, 2014. Scott confirmed that \$8,000 of that sum was given by the Township towards the scholarships and through non-resident fees and other fundraising, \$38,000 is being put into the 2014 scholarship fund budget. The Board questioned what the scholarships could be used for and what the ages of the users of the scholarship were. **No action is needed by the Board on this item.**

IV. Buildings and Grounds/Facility Maintenance Committee

A. Community Meeting Field Master Plan Update

Executive Director Arnold, reminded the Board of the upcoming Community Meeting for the Field Master Plan being held on Tuesday, October 28 at 7:00pm, at Field Center. **No action is needed by the Board on this item.**

V. Administration and Finance Committee

A. Budget & Appropriation Ordinance Update

Executive Director Arnold informed the Board that after the second budget meeting scheduled on Thursday, October 9, the budget and appropriation ordinance would be made available to the public for 30 days prior to the Board's voting on it at the November Regular Board Meeting. **No action is needed by the Board on this item.**

B. Community Service Awards Update

Executive Director Arnold reminded the Board that nominations could still be brought forward for the Community Service Awards. The Community Service Awards will be presented during the February 2015, Regular Board Meeting. **No action is needed by the Board on this item.**

C. Budget Session Meeting Update

Executive Director Arnold, reminded the Board of the second Budget Session Meeting being held On Thursday, October 9, at 7:30pm, at Oak Park Conservatory. **No action is needed by the Board on this item.**

D. IAPD Legal Symposium Update

Executive Director Arnold informed the Board that the IAPD Legal Symposium is scheduled for Thursday, November 6, in Oak Brook. A few staff members will be attending to gather information and share it with their coworkers. **No action is needed by the Board on this item.**

VI. New Business

None.


VII. Executive Session

None.

VIII. Adjournment

At 8:30pm a voice vote was taken to adjourn the Committee of the Whole Meeting.


Secretary
Board of Park Commissioners


President
Board of Park Commissioners

November 20, 2014

Date

November 20, 2014

Date



PARK DISTRICT OF OAK PARK
Administration and Finance Committee
Budget Session Meeting

Oak Park Conservatory
615 Garfield Street
Oak Park, Illinois

Thursday, October 9, 2014 at 7:30pm

Minutes

I. Call to Order/Roll Call

The meeting was called to order at 7:31pm by Vice President Bullock.

Commissioners Present: Commissioners Aeschleman, Lentz, Wick and President Bullock. Commissioner Guarino arrived at 7:32.

Staff Present: Jan Arnold, Executive Director; Kyle Cratty, Director of Finance; Maureen McCarthy, Superintendent of Recreation; Bill Hamilton, Superintendent Revenue Facilities; Scott Sekulich, Customer Service Manager; Diane Stanke, Marketing and Customer Service Director; Chad Drufke, Program Manager; Amanda Heiman, Program Manager; Mike Lushniak, Aquatic & Rink Manager; Jamie Lapke, Program and Operations Manager – GRC, Mitch Bowlin; Accounting Manager; Chris Lindgren, Assistant Superintendent Buildings and Grounds; and Karen Gruszka, Executive Assistant.

II. Staff Budget Presentations

The Board was presented with the Recreation Fund budget including the overview and administration, by Executive Director Arnold and Kyle Cratty; the Customer Service Budget by Diane Stanke and Scott Sekulich; the Facilities, Sports and Fitness and General Recreation by Maureen McCarthy, Amanda Heiman and Chad Drufke; and the Revenue Facilities Overview, Pool, Ice Rink, Dog Park and Gymnastics, by Bill Hamilton, Mike Lushniak and Jamie Lapke. The Board questioned and discussion took place on the District's 25% Fund Balance policy, the targeted percentage of budget fee increase for programs, reserving of baseball and soccer fields by residents, open skate at noon, the waitlist for gymnastics and the mini sessions now being run, potential partnership with Cook County and our dog parks when their dog run opens in 2015, and the utilization of rooms in the facilities which information will be coming to the Board in November. Kyle Cratty informed the Board that the Budget would be made available to the public after this meeting and the Budget and Appropriation Ordinance would be brought to the Board during the November meetings with a hearing and for their approval.

III. New Business

None.

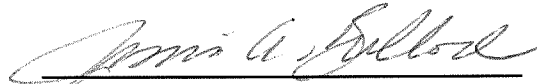
IV. Adjournment

A motion was made by Commissioner Lentz and seconded by Commissioner Wick to adjourn the meeting at 8:06pm. Motion carried in a voice vote.



Secretary
Board of Park Commissioners

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President
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