Roselle Park District
Regular Meeting
February 9, 2011, 6:30 PM
At Clauss Recreation Center
555 W. Bryn Mawr Avenue
Roselle, IL 60172

MINUTES

I. **Call to Order:** President Borrino called the meeting to order at 6:30 PM.

II. **Roll Call**

Present were Commissioner Wayne Domke, Glenn Spachman, and Roberta Borrino. Commissioner Tim Briscoe arrived at 6:33 PM and Commissioner Katherine Spencer arrived at 6:34 PM. Also present were, Director Robert M. Ward, Aquatics and Fitness Supervisor Dee Kaiser, Business Services Manager Lynn McAteer and Board Secretary Patricia Weiss.

III. **Pledge of Allegiance**

IV. **Public Input / Recognition**

A. Residents Charles Matson and David Hansen were present.

B. **Other Public Input -** none

V. **Consent Action – Request for the Board to approve/adopt:**

A. Commissioner Spachman moved, seconded by Commissioner Domke to approve the following items for Consent Action: Regular Meeting minutes of 10/27/10; Regular Meeting minutes of 01/12/11; Regular Meeting minutes of 01/26/11; Closed Session minutes of 10/27/10; Closed Session minutes of 01/12/11; Closed Session minutes of 01/26/11; Cash Investments Report as of 01/31/11; Disbursements as of 01/31/11; and, Budget to Actual Report through 01/31/11. A roll call vote was taken with Commissioners Domke,

Spachman and Borrino voting yes. Commissioners Briscoe and Spencer were absent. Motion carried.

Commissioner Briscoe arrived at 6:33 PM.

B. Commissioner Spachman moved, seconded by Commissioner Domke to approve the content of Consent Action items previously approved, as well as total Disbursements in the amount of $147,439.90. A roll call vote was taken with Commissioners Briscoe, Domke, Spachman and Borrino voting yes. Commissioner Spencer was absent. Motion carried.

Commissioner Spencer arrived at 6:34 PM.

VI. New Business – Items for Discussion

A. **Scout Lodge Renovation** – Director Ward presented Memorandum dated 2/9/11 regarding Scout Lodge renovation quotes and ADA recommendations. The Board was in agreement to have staff obtain further information and to table action on this item to an upcoming meeting.

B. **Pool Pass Rates -** Director Ward presented Memorandum dated 2/9/11 and discussed with the Board the proposed Kemmerling pool pass rates recommended for 2011.

C. **Resident vs. Non-Resident rates -** Board and staff discussed Memorandum dated 2/9/11 regarding *eliminating all non-resident rates for the early registration period 4/1/11 thru 4/30/11 for only programs listed* in *the RPD "Spring Highlights" brochure*. The Board was in agreement with staff's recommendations as presented above, including mailing the "Spring Highlights" to all of Roselle, not just RPD residents.

D. **Baseball Field Renovations** – Board and staff discussed Memorandum dated 2/9/11 outlining improvements to the ball fields and also the purchase of a sod cutter.

E. **Employee Use Policy** – Board and staff discussed the current Employee Manual policy which governs "*employee use of District equipment*". (Page 44, Section XIII Item G)

VII. Action Items

A. Scout Lodge Renovations – tabled

B. Pool Pass Rates – Commissioner Briscoe moved, seconded by Commissioner Domke to approve Kemmerling Pool pass rates for 2011 as presented, with additional family members $5.00 each. A roll call vote was taken with Commissioners Briscoe, Domke, Spachman, Spencer and Borrino voting yes. Motion carried.

C. Baseball Field Renovations – Commissioner Briscoe moved, seconded by Commissioner Spencer to approve amending the 2010/2011 Capital Budget to create a line item for baseball field renovations not to exceed $11,000. A roll call vote was taken with Commissioners Briscoe, Domke, Spachman, Spencer and Borrino voting yes. Motion carried.

D. Employee Use Policy – Commissioner Briscoe moved, seconded by Commissioner Domke to approve the following change to Employee Policy Manual, page 44, Section XIII. Item g: delete current policy regarding "Employee Use of District Equipment" and change to ***Personal use of the Roselle Park District's equipment is prohibited.*** A roll call vote was taken with Commissioners Briscoe, Domke, Spachman, Spencer and Borrino voting yes. Motion carried.

VIII. Reports

A. Director's Report

Director's Report dated 1/31/11 was presented and staff responded to questions from the Board.

1. Signage was posted at Odlum Park near the Schaumburg train station parking lot advertising the Fitness Center.

2. Department of Public Health AED Grant application was submitted. If approved, would be a 50% match to purchase the AED, and AED will be used in the lower level by the gym.

B. Commissioner's Report

1. President Borrino reported on the IAPD Annual Meeting she attended in January.

C. **WDSRA Executive Summary for February 2011 was Submitted**
WDSRA Auction will be held on 2/26/11 at Abbington Banquets in Glen Ellyn.

IX. Closed Session

At 7:34 PM Commissioner Briscoe moved, seconded by Commissioner Spencer to adjourn to Closed Session for Personnel Purposes per IOMA Section 2 (c)(1), discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District. A roll call vote was taken with Commissioners Briscoe, Domke, Spachman, Spencer and Borrino voting yes. Motion carried. Jennifer Naber was present by invitation.

At 8:13 PM President Borrino reconvened regular session with Commissioners Tim Briscoe, Wayne Domke, Glenn Spachman, Katherine Spencer and Roberta Borrino present.

X. Action items as a result of Closed Session

– After reviewing documentation submitted by Steve Sautter, a motion was made by Commissioner Katherine Spencer to affirm the Director's decision. Seconded by Commissioner Wayne Domke. A roll call vote was taken with Commissioners Tim Briscoe, Wayne Domke, Glenn Spachman, Katherine Spencer and Roberta Borrino voting yes. Motion carried.

XI. Adjournment

At 8:14 PM Commissioner Spencer moved, seconded by Commissioner Briscoe to adjourn the meeting. A voice vote was taken with all present voting yes and the motion carried.

Roberta Borrino
President

Attest:

Patricia Wise
Secretary

Approved: 3-9-11