

**MINUTES OF THE JANUARY 11, 2017
PARK BOARD OF COMMISSIONERS REGULAR MEETING**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, January 11, 2017 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield

CALL TO ORDER / ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:08 pm with the following members present: Ayres, Newton, Poling, Steinys, Ludemann
Absent: Hurtado, Kazmark

Staff present: Carlo Capalbo, Executive Director; Wendi Calabrese, Executive Assistant/Secretary; Maureen Nugent, Director of Finance & IT/Treasurer; Jennifer Rooks-Lopez, Director of Parks & Planning; & Cheryl Crisman, Director of Recreation

Also present: Matt Campbell, Attorney

There were 2 members of the public in attendance. Commissioner Steinys led the pledge to the flag.

PUBLIC COMMENTS

Vicky Polito said the Village Green holiday decorations were very pretty and hopes that the District continues it.

CONSENT AGENDA

A motion was made by Commissioner Steinys that the Park Board of Commissioners approve the consent agenda which included minutes of the December 14, 2016 Board of Commissioners regular meeting; interim check numbers 95921-96153 totaling \$770,327.15 with check numbers 95934, 95944, 95963, 95980, 96032, 96033, 96034, 96035, 96036, 96037, 96038, 96039, 96040, 96041, 96042, 96043, 96049, 96064, 96069, 96070, & 96111 totaling \$0.00 voided with direct deposits totaling \$160,107.76; & bills and claims check numbers 96138-96153 totaling \$13,300.84. Seconded by Commissioner Poling. Roll Call: Steinys-Yes, Poling-Yes, Ayres-Yes, Newton-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

- The executive director updated the board on the progress of the financial software and RecTrac implementation and training; the property tax freeze status; winter/spring programs started last week and recreation staff is looking at enrollment reports.
- The executive director congratulated Manager Whalen for receiving the Walk with Ease grant which will allow for 2 of the District's fitness instructors to attend training and begin implementation of the program.
- The completed facility feasibility study was distributed to the Board.

1. Goals & Objectives

The 2017 Annual District Goals were distributed to the Board. The binder included highlights from 2016, 2017 District goals and goals for departments, committees and individuals.

2. Marketing Plan

Marketing Manager Vargas presented a recap of 2016 marketing and what is planned for 2017 in addition to distributing the 2017 Marketing Plan to the Board.

B. Director of Recreation

1. Equestrian Center Business Plan

Manager Bergman gave a presentation of the equestrian center's 2016 financials, boarding, lessons and show team and also discussed plans for 2017.

COMMITTEE COMMENTS

A. Capital & Development

No report.

B. Finance & Liability

No report.

C. Personnel & Policy

Commissioner Poling said the committee met and reviewed the finance section of the draft administrative policy manual.

D. Recreation & Marketing

No report.

E. Governance & Accountability

No report.

ACTION ITEMS

A. Ordinance 2017-01 (An Ordinance for the Combined Annual Budget and Appropriation of the Plainfield Township, Park District, Will and Kendall Counties, Illinois for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017)

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve Ordinance 2017-01, an Ordinance for the Combined Annual Budget and Appropriation of the Plainfield Township, Park District, Will and Kendall Counties, Illinois for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017. Seconded by Commissioner Steinys. Director Nugent thanked staff for their input and assistance with the budget preparation. Roll Call: Ayres-Yes, Steinys-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

B. Approval of Board Member Conference Expenses

A motion was made by Commissioner Poling that the Park Board of Commissioners approve the Travel, Meal, and Lodging Request Form for Commissioner Ludemann as presented. Seconded by Commissioner Ayres. Roll Call: Poling-Yes, Ayres-Yes, Newton-Yes, Steinys-Yes, Ludemann-Abstain. Motion Carried.

OLD BUSINESS

There was no old business.

Commissioner Kazmark arrived at 7:00 pm.

NEW BUSINESS

A. Kayak Naperville

Executive Director Capalbo described the proposed cooperation agreement being proposed with the Village of Plainfield and Kayak Naperville for use of the District's canoe launches. Executive Director Capalbo said he planned to have more information, however; the item was supposed to have been discussed at the Village's meeting and was tabled. The Board discussed the concept and the consensus was to continue moving forward.

BOARD INITIATIVES

There were none.

COMMISSIONER COMMENTS

- Commissioner Kazmark said that people have been approaching her with their excitement and ideas for the new building and trails.
- Commissioner Steinys asked if the Walkers Grove email regarding pond comp storage was addressed.
- Commissioner Ludemann congratulated Manager Whalen on the Walk with Ease grant and said that the new year should be exciting.

EXECUTIVE SESSION

There was no executive session.

ADJOURN

A motion was made by Commissioner Steinys to adjourn the meeting at 7:13 p.m. Seconded by Commissioner Ayres.

Ayes – 6 Nays – 0

The meeting was adjourned at 7:13 pm.

Respectfully Submitted,



Wendi Calabrese, Secretary