

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
April 18, 2017

President Goshorn called the regular meeting to order at 5:55 pm. He asked for a roll call. Commissioners present: Gerry Crews, Vicki Paddock, Michelle Klemz and Jim Goshorn. Commissioners absent: Libby Baker. Staff members also present: Susie Kuruvilla, Executive Director and Suzanne Gage, Administrative Assistant.

A motion was made by Vicki Paddock to enter executive session at 5:55 pm to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. (5ILCS 120/2 (c)(1))

Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried. Susie Kuruvilla was included in a portion of the executive session.

A motion was made by Gerry Crews to return to open session at 7:00 pm. Motion seconded by Vicki Paddock. On voice vote, all voted aye.

The President led the Pledge of Allegiance and asked for another roll call. Commissioners present: Jim Goshorn, Michelle Klemz, Gerry Crews and Vicki Paddock. Commissioners absent: Libby Baker. Staff members present: Susie Kuruvilla, Executive Director; Mike Szpylman, Director of Business Services; Jeff Reinhard, Director of Parks & Planning; Scott Crowe, Director of Recreation; Jennifer Gilbert, Marketing/PR Manager; Liz Gnippe, Marketing Specialist and Suzanne Gage, Administrative Assistant. Visitors present: Coleen Wattleworth and Cheryl Caesar from Warren Area Lacrosse Association.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of March 21, 2017. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Vicki Paddock to approve the minutes of the executive meeting of March 21, 2017. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$837,621.09 presented on April 18, 2017 was made by Gerry Crews and seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitors. There were no comments.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard had nothing to add to his report but stated that the new bridge over the wetlands at Ravinia Park is functioning well. Staff is still taking down ash trees at O'Plaine Park however it is very wet right now.

Director of Recreation Scott Crowe said that Mayor Kristi Kovarik has been selected as Gurnee Days honoree this year.

Scott stated that the new Rainout Line and Team Sideline have been well received by our coaches and participants. Board members expressed interest in having a demonstration.

Director of Business Services Mike Szpylman had nothing to add to his written report.

Director of Marketing and Community Relations Jennifer Gilbert presented her report. President Goshorn commented on the impressive growth of sponsorships. Jennifer gave kudos to Liz Gnippe who answered questions.

Commissioner Crews was interested in an analysis of how much a user delves into the GPD website. Are they going into the site for specific information? Jennifer said generally traffic goes to the main GPD page, to the FitNation page and to group exercise schedules.

Commissioner Goshorn suggested that the Zumba class on April 29 at Gurnee Mills be live-streamed.

The Executive Director reviewed her report and highlighted GO Gurnee. She attended a Lake County Park District Directors luncheon recently. The Health Department made a presentation and the bulk of it was about GO Lake County. The Park District received much credit for creating the movement and it has since generated a lot of interest from the Directors group. Susie credited Jennifer Gilbert and the Marketing team for their work. The staff has been supportive as well. She invited the Board to attend the spring kickoff event for GO Gurnee on May 7, 4 pm – 5:30 pm in Viking Park. Well-behaved, leashed dogs will also be welcome.

ACTION ITEMS

Scott Crowe introduced Coleen Wattleworth and Cheryl Caesar, officers of Warren Area Lacrosse Association. Scott noted that this is the third consecutive year for the affiliation and it has been a good relationship. Chris Marzano has worked with them to provide instructional programming and the District has provided fields for their use.

A motion was made by Vicki Paddock to approve the Affiliate Agreement with Warren Area Lacrosse Association as presented. Motion seconded by Gerry Crews. Roll call vote was taken. Ayes: Klemz, Crews, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Michelle Klemz to approve fiscal year 2017/2018 budget as presented. Motion seconded by Vicki Paddock. A roll call vote was taken. Ayes: Klemz, Crews, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried. Commissioner Crews thanked the staff for the work on the budget. Susie complimented Mike, Scott and Jeff as well. President Goshorn also noted how well the budget is managed throughout the year and mentioned how much the Board appreciates the monthly financial analysis.

A motion was made by Gerry Crews to accept fiscal year 2017/2018 budget and appropriation ordinance in tentative form and publish notice of a public hearing to be held on May 16, 2017 at 6:45 pm at Viking Park prior to the regular Board meeting. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Crews, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Michelle Klemz to approve annual goals for fiscal year 17/18 as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made Gerry Crews to reject all bids for apparel received on March 24, 2017. Motion seconded by Michelle Klemz. Scott Crowe explained that the bid forms sent out were incorrect so it was re-bid. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Gerry Crews to accept the lowest responsible bid from American Outfitters, Waukegan, IL for Gurnee Park District apparel including shirts for participants, staff apparel, hats and backpacks, in the amount of \$61,318.16. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Vicki Paddock to enter executive session at 7:50 pm to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. (5ILCS 120/2 (c)(1))

Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock and Goshorn. Nays: none. Absent: Baker. Motion carried. Susie Kuruvilla was authorized to attend the closed session.

A motion was made by Vicki Paddock to return to open session at 8:00 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye.

A motion to adjourn was made by Gerry Crews and seconded by Vicki Paddock. On voice vote, all voted aye. The meeting adjourned at 8:01 pm.

James G. Goshorn, President

Michelle Klemz, Secretary