

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD AT
401 E. CAMP MC DONALD ROAD IN SAID DISTRICT
ON THE FIRST DAY OF DECEMBER, 2016 AT 7:00 P.M.**

The President called the meeting to order and directed the Secretary to call the roll. Upon roll being called, the following Commissioners answered present: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich. Also present were Director Bret Fahnstrom, Superintendent of Parks Tom Pope, Superintendent of Recreation Patti Mitchell Superintendent of Finance Steve Cummins and Recording Secretary Moira Zale. Commissioner James Murphy attended the meeting at 7:45 by phone.

II. Guests Present: Mike Hanley, Grounds Manager and his assistant Danny Duda, presenting the new GIS software and applications.

III. The Agenda for December 1, 2016 was submitted for approval. Commissioner Dieterich moved to approve changing item # VI. to item #IV and continue the remaining Agenda items as presented. The motion was seconded by Commissioner Hauge and approved by common consent.

IV. GIS Presentation. Grounds Manager, Mike Hanley and his employee Danny Duda presented a power point of the applications that the new GIS (Geographic Information Systems) software is used for within the Parks Maintenance department. The software allows the user to create a digital map which has detailed information and data about the features displayed on the map.

V. The Minutes of the Regular Meeting of December 1, 2016 were submitted for approval. Commissioner Hauge moved to approve said minutes as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

VI. Superintendent Cummins presented the Treasurer's Reports for October 2016. After discussion, Commissioner Dieterich moved to approve the Treasurer's Report as presented. Commissioner Hauge seconded the motion which was approved by common consent.

VII. Communications.

- a. **Directors Report.** Congratulations to Superintendent Mitchell for winning the IPRA Marcy Adams Spirit Award. She was nominated by Director Fahnstrom for all of her great accomplishments over the past 21 years of service that have enhanced so much at RTPD. The RTPD Holiday Party will be held tomorrow night at Rob Roy Clubhouse. All Polar Express dates are sold out. Director Fahnstrom and the Superintendents will be using some of the funds from the PDRMA check that was issued for exceeding safety standards. They will be preparing and serving breakfast for the December 15th full-time staff meeting.
- b. **Golf Operations Report.** The Bar, Grill and Banquets are doing better than at this time last year. There has also been a \$13,950 increase in the Mini-golf revenue. With the beautiful weather we had in November, BCG is estimating a better month for golf. Director Fahnstrom is working on the details for the new BCG contract.
- c. **FLSA Policy Act update.** On November 22, 2016 a federal judge blocked the new Overtime Policy that was due to go into effect on December 1, 2016. Updates will follow as they are received.
- d. **Final 2017 Board Meeting Dates.** The 2017 regular Board Meeting dates was presented and approved by all present.

VIII. Old Business.

Comprehensive Master Plan (CMP). Director Fahnstrom discussed the summary of goals for the CMP. President Rechner and Director Fahnstrom will meet to discuss a few questions and present the updated draft at the next meeting.

IX. New Business. Fund Balance Policy Adjustment. There were a few updates that needed to be reviewed. After discussion Commissioner Cerniglia moved to approve the updates to the Fund Balance Policy as presented. Commissioner Dieterich seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYE: Edward W. Rechner, James L. Murphy, Lois B. Hauge, Jack Cerniglia and Gail Dieterich
 NAY: None
 ABSENT: None

X. Commissioners Comments.

- Commissioner Hauge has a neighbor tell her how great the new brochure looks! The neighbor also mentioned the new programs being added and was very excited to be a part of RTPD!
- Commissioner Rechner also commented on the layout and design of the brochure, Kudos to all!
- Commissioner Dieterich had a brochure from another park district and discussed the possibility of RTPD advertising similar programs and room rentals.

XI. Executive Session. At 8:53 p.m. Commissioner Rechner motioned to adjourn the Regular meeting of December 1, 2016 and entered into Executive Session. This motion was seconded by Commissioner Murphy and approved by common consent.

XII. Action as a Result of the Executive Session. Commissioner Cerniglia moved to approve the **Salary Pool Recommendation** as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYE: Edward W. Rechner, James L. Murphy, Lois B. Hauge, Jack Cerniglia and Gail Dieterich
 NAY: None
 ABSENT: None

Commissioner Hauge moved to approve the **Holiday Bonuses** as presented. Commissioner Dieterich seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYE: Edward W. Rechner, James L. Murphy, Lois B. Hauge, Jack Cerniglia and Gail Dieterich
 NAY: None
 ABSENT: None

XIII. There being no further business to discuss, at 9:29 p.m. Commissioner Hauge moved to end the Executive Session Meeting and reconvene the Regular meeting. This motion was seconded by Commissioner Cerniglia and approved by common consent. The Regular meeting was adjourned at 9:30 p.m.

President

Secretary