

**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 FIFTH DAY OF OCTOBER, 2017 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, Gail Dieterich and Lois B. Hauge. Also present were Director Bret Fahnstrom, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Tom Pope, and Superintendent of Finance Steve Cummins and Recording Secretary Moira Zale. Commissioners James L. Murphy and Jack Cerniglia were absent.

II. Visitors present: Nancy Parra, Resident

Comments – Viewing, Possible Board of Commissioners Candidate

III. The Agenda for October 5, 2017 was submitted for approval. Commissioner Hauge moved to approve said agenda as presented. The motion was seconded by Commissioner Dieterich and approved by common consent.

IV. The Minutes of the Regular Meeting of September 21, 2017 were submitted for approval. Commissioner Hauge moved to approve said minutes as presented. Commissioner Dieterich seconded the motion

Aye – Rechner, Hauge and Dieterich

Nay – None

Absent- Murphy and Cerniglia

V. Superintendent of Finance Cummins presented the Treasurer Report for August 2017. Commissioner Hauge moved to approve the Treasurer’s Report as presented. Commissioner Dieterich seconded the motion which was approved by common consent.

VI. Communications:

a. Golf Operations Report update

Superintendent of Recreation Patti Mitchell presented the August 2017 Golf Operations Report. Although the Pro-shop green fees were down in August, there was a \$9,000 increase from the July 2017 fees. The Banquets, Bar and Grill bottom line was excellent! They are up \$ 25,327 from this time last year.

b. Director’s Report

Executive Director Fahnstrom presented the Director’s Report for September and October. The Old Fashioned Picnic and Turtle Race held on Labor Day was a very successful event. Director Fahnstrom attended the NRPA Conference in New Orleans September 25 – 28th. October will be a very busy month with the Youth 2K OCR Race, Distinguished Agency Review and the Monster Bash.

c. 2018 NRPA Interest

Executive Director Fahnstrom presented a NRPA Preliminary Research questionnaire regarding the 2018 NRPA Conference.

d. Miscellaneous

Executive Director Fahnstrom presented the miscellaneous items. A letter has been received from Jeff Ellis and Associates regarding the “2017 Platinum International Aquatic Safety Award” that was awarded to our lifeguard Mitch MacTavish. Information regarding the IAPD/IPRA Soaring to New Heights Conference will be held January 18 – 20, 2018, please let Director Fahnstrom know if you would like to attend.

VII. Old Business

- a. **Governance Responsibilities.** A flyer was handed out clarifying the primary responsibilities of the Board of Park Commissioners and the Executive Director. Noting these responsibilities may be modified by official action of the Board. Commissioner Dieterich moved to approve the listing of Governance Responsibilities as presented. Commissioner Hauge seconded the motion
 Aye – Rechner, Hauge and Dieterich
 Nay – None
 Absent- Murphy and Cerniglia

VIII. New Business

- a. A DRAFT Pay Grade Assignment chart of Full Time Salaries was submitted for approval. After discussion, the Commissioners would like more information regarding the data that was compiled for the HR Company to make the comparison of pay grades. Commissioner Hauge moved to approve a Preliminary Pay Grade Assignment chart as presented. Commissioner Dieterich seconded the motion
 Aye – Rechner, Hauge and Dieterich
 Nay – None
 Absent- Murphy and Cerniglia

IX. Commissioner Comments.

- **Commissioner Dieterich** asked about the parking lot being paved at Grace Lutheran Church. Superintendent Pope will be meeting with them to discuss the options.
- **Commissioner Rechner** discussed to the creek rehab stability problem. Superintendent Pope said MWRD will be repairing the problem.
- **Commissioner Hauge** attended the Taste of the Town with Commissioner Rechner and other guests, it was a very nice event!
- **Executive Director Fahnstrom** has received a letter of resignation from **Commissioner Murphy**. His time and commitment to River Trails Park District will be recognized.

X. Executive Session. None**XI. Action as a result of the Executive Session: N/A**

XII. Adjournment: There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

 President

 Secretary