

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF THE  
RIVER TRAILS PARK DISTRICT,  
COOK COUNTY, ILLINOIS, HELD AT  
505 E. CAMP MC DONALD ROAD IN SAID DISTRICT  
ON THE FOURTH DAY OF JANUARY 2018 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 Finance Steve Cummins, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Tom Pope and Recording Secretary Moira Zale.

**II. Guests Present:** Residents Nancy Parra and Adam Rudnicki

**III.** The Agenda for January 4, 2018 was submitted for approval. Commissioner Hauge moved to approve said agenda as presented. The motion was seconded by Commissioner Cerniglia and approved by common consent.

**IV.** The Minutes of the Regular Meeting of December 19, 2017 were submitted for approval. Commissioner Hauge moved to approve said minutes as presented. Commissioner Dieterich seconded the motion which was approved by common consent.

**V. Superintendent Cummins presented the Treasurer's Report for November 2017.**

Following discussion, Commissioner Cerniglia moved to approve the Treasurer's Report as presented. Commissioner Hauge seconded the motion which was approved by common consent.

**VI Communications:**

- a. Superintendent Patti Mitchell presented the November 2017 Golf Financial Report. The weather in November was the 4<sup>th</sup> warmest in recent history. There were 1082 rounds of Golf played in November. Range revenue is up but expenses were higher due to new equipment purchases and salaries that were discussed in the October 2017 Financial Report. Year-end expenses for the Pro-Shop are down from previous years, but BCG is still expecting to be approximately \$40,000 below the projected profit for 2017. The Bar, Grill and Banquets are doing well. Commissioner Cerniglia asked Superintendent Mitchell how many events are booked as of today for 2018. Superintendent Mitchell will check on the bookings and report at the next Board Meeting.
- b. **Director's Report.** December was a busy month for Holiday Special Events. Staff will be meeting with DLA Architects to discuss future design concepts with the Zone building. IAPD/IPRA Conference will be held January 17 – 20. There is no January 18<sup>th</sup> Board Meeting due to the conference but that was not on the schedule anyway. Director Fahnstrom noted the Rotary Classic 5000 dinner will be held Wednesday, February 7<sup>th</sup> if anyone is interested in attending. Freeze fest will be held at the Zone on March 2<sup>nd</sup>.
- c. **2018 – 2020 Quarterly Organization Goals.** The updated Organizational Quarterly Goals was created using some of the previous 2015 -2017 unfinished goals and a review of the 2016 CMP Goals. Prioritizing and completion of the updated Quarterly Goals was discussed.
- d. **Miscellaneous.** IAPD 2017 Annual Report.

## VII. Old Business

- a. **2018 Capitals Budget.** The District has seen several consecutive years of financial success which has contributed to building the Corporate and Recreation Fund Balances. With transfers to the Capital fund balance as well, 2018 should be the beginning of the Capital investment period. Director Fahnstrom, Superintendent Cummins and Commissioner Dieterich met with David Phillips from Speer Financial to discuss the possibility of re-bonding. Anticipated projects for 2018 were discussed.

## VIII. New Business

**Registration Software Recommendation.** Administrative Staff presented the recommendation of selecting Community Pass Software and seeking a contract with Capture Point in the amount presented and not to exceed the costs as outlined. Commissioner Hauge moved to approve said contract per the Recommendations with an Additional Performance Contract and Price Cap as discussed. Commissioner Dieterich seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: None

## IX. Commissioner Comments.

- **Commissioner Hauge** spoke of the recent passing of the 1<sup>st</sup> RTPD Volunteer, Mary Watkins. She truly was a legacy within the district. The Board recommended sending a Letter of Recognition to be presented to Mrs. Watkins family. Superintendent Pope will compose the letter.

**X. Executive Session.** At 8:54 Commissioner Hauge made a motion to adjourn the Regular Meeting of January 4, 2018 and enter into Executive Session. The motion was seconded by Commissioner Cerniglia and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: None

## XI. Action as a result of the Executive Session.

Commissioner Dieterich made a motion to adopt Resolution 18-01-04 A Resolution Determining the Confidentiality of Closed Session Minutes. The motion was seconded by Commissioner Cerniglia and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: None

**XII. Executive Session.** At 9:00 Commissioner Dieterich made a motion to adjourn the Regular Meeting of January 4, 2018 and enter into Executive Session. The motion was seconded by Commissioner Cerniglia and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: None

**XIII. Action as a result of the Executive Session.**

Commissioner Cerniglia made a motion to give the Director Bret Fahnstrom the salary increase discussed in the Close Session. The motion was seconded by Commissioner Dieterich and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich  
NAYS: None  
ABSENT: None

Commissioner Hauge made a motion to Appoint Nancy Parra as Board Commissioner for River Trails Park District. The motion was seconded by Commissioner Cerniglia and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge and Jack Cerniglia  
NAYS: None  
ABSTAIN: Gail Dieterich  
ABSENT: None

**XIII.** There being no further business to discuss, the meeting was adjourned at 10:05 p.m.

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President

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Secretary