

**MINUTES  
REGULAR BOARD MEETING  
BUFFALO GROVE PARK DISTRICT  
NOVEMBER 26, 2007**

Commissioners Present: Lawrence Reiner, Scott Jacobson, Jack Schmerer, Richard Drazner, Martha Weiss arrived at 7:20 p.m.

Staff Present: Michael Rylko, Executive Director, Dan Schimmel, Director of Recreation and Facilities, Dale Ducommun, Superintendent of Parks, Mike Terson, Marketing Manager/Public Relations, Lara Anderson, Attorney, Sandy Page, Executive Secretary

Guests:	Melissa Lewis	Clubhouse Director
	Erika Strojinc	Clubhouse Assistant Director
	Gil Huerta	Tripp Site Director
	Carol Verzani	Ivy Hall Site Director
	Gerry Clark	Longfellow Site Director
	Sharon Muehlfeld	Kilmer Site Director
	Florianna Bynzar	Kilmer Assistant Site Director
	Michelle Tognarelli	Kildeer Site Director
	Liz Sass	Pritchett Site Director
	Madelline Holmes	Kildeer Assistant Site Director
	Judi Spagat	Former Prairie Site Director
	Mary Liss	Prairie School Parent
	Kavita Thakker	Prairie Site Director
	Patricia Dittmer	Country Meadows Site Director
	Benjamin Johnson	Prairie Assistant Site Director

President Reiner called the Regular Board Meeting to order at 7:48 p.m.

**CALL TO ORDER**

Everyone stood for the Pledge of Allegiance.

**PLEDGE OF ALLEGIANCE**

Commissioner Drazner moved to approve the agenda, seconded by Commissioner Jacobson and passed with a voice vote.

**APPROVAL OF AGENDA**

Melissa Lewis asked the Clubhouse staff to introduce themselves to the Park Board and Staff. They are as listed under “guests” in the beginning of the minutes.

**INTRODUCTION OF GUESTS**

**Approval of October 8, 2007 Workshop Minutes**

Vice President Weiss moved to approve the October 8, 2007 Workshop Minutes, seconded by Commissioner Drazner and passed with a voice vote with Commissioner Jacobson abstaining.

**Approval of October 22, 2007 Workshop Minutes**

Vice President Weiss moved to approve the October 22, 2007 Workshop Minutes, seconded by Commissioner Drazner and passed with a voice vote with Commissioner Schmerer abstaining.

**Approval of October 22, 2007 Regular Board Meeting Minutes**

Vice President Weiss moved to approve the October 22, 2007 Regular Board Meeting Minutes, seconded by Commissioner Drazner and passed with a voice vote with Commissioner Schmerer abstaining.

The Park Board recognized Judi Spagat on 10 years of service to the Buffalo Grove Park District in the Clubhouse Program. President Reiner read Resolution 07-11-3 recognizing her service. Judi maintained a positive rapport with her participants, staff, and co-workers. She developed and lead many creative activities for the program especially in art. Judi is a loyal and dedicated staff member of the Clubhouse Program and will be greatly missed.

During the introduction of guests, Mary Liss, who is a parent of a child in the Prairie Clubhouse Program stated Judi is a special lady and feels very blessed to have had her child in Judi’s care.

Commissioner Jacobson moved to approve Resolution 07-11-3 recognizing Judi Spagat on 10 years of service to the Buffalo Grove Park District, seconded by Vice President Weiss and passed with a voice vote.

There were no topics from the floor.

**Written and Verbal Correspondence**

The Commissioners received a copy of a letter from Village Manager Bill Brimm thanking the Park District for permitting the Village to participate in the Veterans Day Celebration activities, a copy of an article regarding Kristy Vik receiving the Professional of the Year Award from the LPGA, and newspaper articles regarding the Veterans Dayevents held by the Park District.

Joey Weber’s football team traveled to Daytona and won the National Championship Tournament. The District will honor the coaches and team at a future Park Board Meeting.

**APPROVAL OF MINUTES**

**RESOLUTION 07-11-3  
JUDI SPAGAT**

**TOPICS FROM THE FLOOR**

**CORRESPONDENCE**

One of the brochures from 3-D Design had a picture of the District's Spray 'N Play in it.

The Park District passed the PDRMA inspection.

President Reiner suggested the District prepare a fact sheet to be given to the press who attend any of the District events such as the Veterans Day Celebration. It can indicate the staff who were involved in the preparation of the program and other information pertinent to the special event.

Commissioner Schmerer suggested keeping the Veterans Day Celebration on a weekend even if Veterans Day falls during the week. Mike Terson related that the event had a larger audience when it was held on a weekday. Director Schimmel said it is good to have it on Saturday for better press coverage. However, if Veterans Day falls on a Sunday, it should be held on Saturday.

Commissioner Jacobson suggested contacting the grade schools who may be studying government and have the classes attend the event as a field trip.

There was no report from the Attorney.

The Committee Action Items were discussed at a previous Workshop.

**Finance**

Commissioner Jacobson moved to approve the November Warrant 2007 in the amount of \$879,094.26, seconded by Commissioner Drazner and passed with a roll call vote.

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer  
Nays: 0  
Absent: 0

Commissioner Jacobson moved to approve Tax Abatement Ordinance 07-11-2 for the 2007 Tax Levy, seconded by Commissioner Schmerer and passed with a roll call vote.

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer  
Nays: 0  
Absent: 0

Commissioner Jacobson moved to approve Tax Abatement Ordinance 07-11-3 for the 2007 Tax Levy, seconded by Vice President Weiss and passed with a roll call vote.

**ATTORNEY'S REPORT**

**COMMITTEE ACTION ITEMS**

*November Warrant 2007*

*Tax Abatement  
Ordinance 07-11-2*

*Tax Abatement  
Ordinance 07-11-3*

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer

Nays: 0

Absent: 0

Commissioner Jacobson moved to approve the low qualified tractor bid from Payline West, Inc. out of South Elgin, Illinois for \$57,599, seconded by Commissioner Drazner and passed with a roll call vote.

***Tractor Bid***

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer

Nays: 0

Absent: 0

**Policy**

Commissioner Drazner moved to approve Resolution 07-11-2 the Flexible Spending Account, seconded by Commissioner Schmerer and passed with a voice vote.

**Consent Agenda**

Vice President Weiss moved to approve the Consent Agenda as proposed, seconded by Commissioner Jacobson and passed with a voice vote.

1. October Financial Statement
2. October Year to Date Statement
3. Second Quarter Status Report on Administrative Work Plan and Department Goals and Objectives.
4. Employee Group Health, Dental and Vision Programs
5. Guide to Forklifts or Powered Lift Trucks for Safety Manual
6. 2007 Summer Aquatic Highlights Report
7. Three Year Audit Proposal

Executive Director Rylko thanked the Park Board on behalf of the District staff for the extra half day off on New Years Eve.

**EXECUTIVE DIRECTOR'S  
REPORT AND  
OPERATIONAL REPORTS**

The District will stay with the Blue Cross/Blue Shield insurance coverage for another year.

The December meeting date for the Park Board Meeting is changed from Monday, December 10<sup>th</sup> to Monday, December 17<sup>th</sup> at 7:00 p.m.

Superintendent Ducommun had nothing to add to his report.

***Parks***

The Commissioners received a list of upcoming Park District events.

***Recreation***

\* Artist Reception for Lew Hubbard – November 26<sup>th</sup>

\* Just for Kids Holiday Shoppe – November 29<sup>th</sup> and 30<sup>th</sup>

- \* Everybody's Got a Gift Art Exhibit – December 2<sup>nd</sup>
- \* Senior Luncheon – December 12<sup>th</sup>

There will also be a Customer Appreciation Day at the Golf and Sports Center on Saturday, December 8<sup>th</sup> from 11:00 a.m. to 3:00 p.m.

Director Schimmel is working with Executive Director Rylko on finalizing the License Agreements with Bills Football and the BGRA.

Park District staff will be meeting with Grove United Soccer Association regarding the Soccer Tournament. There will also be a meeting with Grove United Soccer Association about rental of the Golf Dome.

Mike Terson related the Golf Dome will be featured on the "Golf Scene" on Comcast Sportsnet December 2<sup>nd</sup> at 5:00 p.m., December 7<sup>th</sup> at 1:00 p.m., December 8<sup>th</sup> at 1:30 p.m. and December 10<sup>th</sup> at 7:30 p.m.

***Marketing/Public Relations***

There was nothing to add to the Dave Knarr's report.

***Safety***

There was no old business to report.

**OLD BUSINESS**

There was no new business to report.

**NEW BUSINESS**

Commissioner Drazner asked what was happening with the Land and Lakes property. Executive Director Rylko explained it is going through the plans to be annexed. The owner knows it is annexed to the Park District, but nothing can be done until it is annexed to the Village of Buffalo Grove.

Commissioner Schmerer moved to enter into Executive Session for the purpose of personnel at 8:30 p.m., seconded by Commissioner Jacobson and passed with a roll call vote.

**EXECUTIVE SESSION**

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer  
 Nays: 0  
 Absent: 0

Commissioner Schmerer moved to reconvene the Regular Board Meeting at 9:09 p.m., seconded by Vice President Weiss, and passed with a roll call vote.

Ayes: Reiner, Weiss, Jacobson, Drazner, Schmerer  
Nays: 0  
Absent: 0

No final action was taken in Executive Session.

Commissioner Drazner moved to adjourn the Regular Board Meeting at 9:10 p.m., seconded by Commissioner Schmerer and passed with a voice vote.

**ADJOURNMENT**

Respectfully submitted,

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Secretary