

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

August 15, 2013

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building, 7540 W. Braemar Lane, Frankfort, Illinois.

I. Call to Order

The Meeting was called to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Jim Kohlbacher, Dave Macek, and Craig Maksymiak.

Absent were: Anthony Granata, Brian Mulheran, and Jeff Roach.

Also present were: Audrey Marcquenski, Director of Recreation & Administration
John Keenan, Athletic Supervisor

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

1. Thank you note from Helen Marchbank, Miracle League of Joliet, for hole sponsorship and rounds of golf raffle prize for their fundraiser.
2. Letter of appreciation from American Legion Post 1102 for free use of Union Creek picnic shelter and assistance provided by FSPD staff during their annual event.
3. Thank you letter from Lincoln-Way North High School Key Club for providing volunteer service opportunities, enabling students to serve within the community.

VI. Presentation of the July 18, 2013 Board Meeting Minutes.

Dave Macek made Motion 13-953 to accept the July 18, 2013 Board Meeting Minutes as presented. Craig Maksymiak seconded. Vote on Motion: 5 Aye, 1 Abstained, Motion carried.

VII. Legal Report

Secretary, Jim Randall, requested consideration of Ordinance No. 13-08-271, authorizing and providing for a six year term Installment Note Contract with a fixed 3.25% interest rate with Old Plank Trail Community Bank in the amount of \$84,534.45 for the purpose of funding the purchase of a Toro 4000-D Mower and a Groundsmaster 4300-D Mower.

Dave Macek made Motion 13-954 to adopt Installment Note Contract Ordinance No. 13-08-271 as presented. Craig Maksymiak seconded. Motion carried.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Ken Blackburn accepted the July Treasurer's Report, pending audit.

Craig Maksymiak made Motion 13-955 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall reported that, if accepted by PDRMA, the self-insurance pool, liability and workers comp insurance coverage would begin on November 1, 2013. The current IPARKS liability coverage will remain in force until January 8, 2014, and the Board will discuss the issue of securing an additional policy, nose coverage, at the September meeting to ensure the district is fully covered in the case of unforeseen claims that may be filed prior to PDRMA coverage.

The new computer lab, located in the Orchard classroom, is under construction, and will be ready for the beginning of the school year.

Mr. Randall reported that there has been no further communication regarding the developer donation in the Walnut Creek subdivision.

Ron Whitmore, IDNR Grant Administrator conducted a site visit of Community Park, a component of the grant application process for the proposed redevelopment of this park. The IDNR is a strong advocate for natural areas, and Mr. Whitmore also visited the Nature Center site to review the improvements provided through the 2008 OSLAD grant.

Gabriella Martin, Grant Administrator for the Illinois Clean Energy Community Foundation visited the park district to review the Nature Center solar panels, a project funded by the ICECF in 2012. Ms. Martin also toured Brookside Bayou Park, and recommended the park district consider applying for grant funding to expand/improve natural areas.

X. Committee Reports

A. Maintenance

Sufficient information was included in the monthly report for Board review.

B. Beautification and Natural Areas

Sufficient information was included in the monthly report for Board review.

C. Recreation

Audrey Marcquenski, Director of Recreation and Administration, addressed the Board, providing the following annual update:

- In excess of 1,000 recreation programs are offered annually, made possible through the efforts of 90 staff members and 200 volunteers.
- Results from the Attitude and Interest Community Survey, received in January, 2013, provided direction on areas where the district should focus its efforts. Based on the findings, marketing efforts will be increased, in particular towards the senior population. In addition, adult fitness programs were expanded, adding new programs to current offerings.
- In response to requests, the district assisted residents with organizing a triathlon fundraiser to benefit a local women's crisis shelter, provided Union Creek Park for a Strollathon benefiting the International Rett Syndrome Foundation, and secured practice space at Lincoln-Way North for an individual attempting to earn a spot on the 2016 USA handball team.
- Rachel Bennett completed her senior internship with the park district, a requirement for her bachelor's degree from Illinois State University. Rachael worked in all departments, and managed Summer Day Camp, and will begin full time employment with the park district this fall.
- Audrey expressed her appreciation to the Board for providing her with the opportunity to attend the NRPA's Director School two year curriculum that focuses on critical skills and knowledge necessary for the next generation of park and recreation leaders.

John Keenan, Athletic Supervisor provided the following annual updates, detailing his various responsibilities within the Recreation Department:

- 18 teams, made up of nearly 220 girls enjoyed playing at Lincoln-Way North and newly renovated Kiwanis Park athletic fields. Parents and coaches appreciate the park district's provision of facial protection for batters and defensive players.
- Lacrosse is fast becoming a popular new sport for girls in grades 3-9. The program, which began as a cooperative effort with Frankfort and Mokena, is offered in the spring and fall, and has grown in participation each year. A fundamentals clinic for girls in grades 1-2 will be offered this fall.
- The F.A.N. program continues to grow, continuously exceeding previous year numbers. The current year has averaged 244 users per month, or 12,440 per year, which equated to an increase of 1,700 participants.
- The park district works with over 20 private baseball, softball, soccer, volleyball, and wrestling teams to provide them with indoor and outdoor space for games and practices. The end result is that park district and school district athletic fields and facilities are used and enjoyed on a regular basis.
- Summer Day Camp was very well, thanks to the efforts of a great staff.
- Fall Outdoor Soccer is underway, and Adult Fall Softball Leagues will begin in September.

D. Early Childhood

Sufficient information was included in the monthly report for Board review.

E. Internet and Technology

No report

F. Special Recreation

No report

G. Finance and Planning

No report

H. Township Planning Commission

No report

I. F.A.N.

Sufficient information was included in John Keenan's annual address to the Board, Section C of these August 15, 2013 X. Committee Reports minutes.

J. Golf Course

Sufficient information was included in the monthly report for Board review.

K. Office

Sufficient information was included in the monthly report for Board review.

L. FOIA

No report

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Adjournment

Craig Maksymiak made Motion 13-956 to adjourn the meeting at 7:28 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell