

FRANKFORT SQUARE PARK DISTRICT  
BOARD MEETING  
March 19, 2015

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 7:30 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Anthony Granata, Jim Kohlbacher, Dave Macek, Craig Maksymiak, and Brian Mulheran.

Absent was: Joe Vlosak

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Email from resident expressing appreciation for snow removal from bike/walking paths throughout the community.

Email from Park Board Workshop attendee and president of the Frankfort Park Board, John Reilly, commenting on the organization of the event, the information he will share with the FPD, and the lunch.

B. Complimentary

Email from an individual who rented the Lincoln-Way pool for a family party, complimenting the staff member that took care of them during their rental.

Phone call from a 2014 Ladies Golf League participant who commented on the wonderful condition of Square Links Golf Course, and the friendly treatment of patrons by the golf course staff.

Compliment from Audrey Marcquenski, Director, regarding great care office staff members, Sandi Butler and Maureen Rascop showed in managing a private team cancellation at Mary Drew School.

VI. Presentation of the February 19, 2015 Board Meeting Minutes.

Dave Macek made Motion 15-1087 to accept the February 19, 2015 Board Meeting Minutes as presented. Craig Maksymiak seconded. Vote on Motion, 4 in favor, Anthony Granata and Brian Mulheran abstained. Motion carried.

VII. Legal Report

Secretary, Jim Randall presented PDRMA Risk Management Policies, copies of which were provided to each Board Member during the February 19, 2015 Board Meeting for review, and requested consideration of same.

Dave Macek made Motion 15-1088 to adopt the PDRMA Risk Management Polices, as presented. Jim Kohlbacher seconded. Motion carried.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 15-1089 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall requested an executive session at the end of said meeting.

New Will County property numbers have not yet been received. Once provided, the new data will be entered into the final draft of the 2015/2016 budget.

The response to the March 14<sup>th</sup> Park Board Workshop was positive. Input provided by attendees will be documented and placed on the Park District's website.

Individuals that expressed interest in serving on of 501 (c) 3 board or learning more about the opportunity will be contacted for the purpose of scheduling an introductory meeting in May or June.

Jim wished all Consolidated Election candidates well in the upcoming April 7<sup>th</sup> election.

Staff have been attending training modules in compliance with PDRMA.

The SHSD 161 School Board will provide an agreement, enabling Park District access to the Mary Drew Elementary School facility for daytime programming. The Park District will provide herbicide application and mulch, estimated at a \$20,000-\$25,000 value, in exchange for free use of the facility. BAS will be transitioned to Mary Drew in the fall, and additional daytime program opportunities will be developed.

Jim Randall had no updates on the OSLAD grant, and the State of Illinois may sweep the funds that were designated for grant distribution to cover shortfalls at the state level.

Budget numbers remain on track with projections.

Backstop fencing at Union Creek Park that collapsed due to a heavy snow load will be repaired and restructured to address the possibility of recurrence, pending approval from the Park District's insurance carrier, PDRMA.

Jim Randall and Audrey Marcquenski attended a PDRMA seminar on performance evaluations.

The March 7<sup>th</sup> Family Faire was a huge success, and John Keenan is credited with managing the Park District's participation in this annual event.

X. Committee Reports

A. Maintenance

Staff are completing necessary actions in advance of the spring/summer seasons.

B. Beautification and Natural Areas

Two seasonal staff have returned and are working in the field.

C. Recreation

Residents received their summer brochures, and resident online registration will begin on April 6<sup>th</sup>.

D. Early Childhood

No report

E. Internet and Technology

The seamless transition to the new IT contractor occurred today, March 19<sup>th</sup>.

The new golf course POS system and irrigation software are ready for operation.

F. Special Recreation

No report

G. Finance and Planning

The second draft of the budget was presented to Board Members during this March 19<sup>th</sup> meeting.

H. Township Planning Commission

No report

I. SHSD 161 Workshop Committee

No report

I. F.A.N.

F.A.N. continues to have a strong response from the community.

J. Golf Course

The golf course transitioned its beverage vendor from Coca-Cola to Pepsi, and the machines were installed on Monday, March 16<sup>th</sup>.

K. Office

No report

L. FOIA

No FOIA requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Dave Macek made Motion 15-1090 to go into Executive Session. Craig Maksymiak seconded. Motion carried in a vote by voice.

An Executive Session was called to review a personnel matter.

Craig Maksymiak made Motion 15-1091 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

XV. Adjournment

Dave Macek made Motion 15-1092 to adjourn the meeting at 8:30 p.m. Jim Kohlbacher seconded. Motion carried.

Respectfully submitted:  
Linda Mitchell