



BUFFALO
GROVE
PARK
DISTRICT

**Buffalo Grove Park District Board of Commissioners
REGULAR BOARD MEETING
September 12, 2022
Alcott Center – Room 24**

Commissioners Present: Tracy Bragg, Steve Cummins, Scott Jacobson, Larry Reiner and Hetal Wallace

Staff Present: Executive Director Ryan Risinger, Director of Business and Human Resources John Short, Director of Parks and Planning Tim Howe, Superintendent of Recreation Greg Ney, Superintendent of Communications and Marketing Mike Terson and Executive Assistant Beth Wanland

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 6:45 pm. The roll was called and Commissioners Bragg, Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF REGULAR BOARD MEETING AGENDA

Commissioner Cummins moved to approve the Regular Board Meeting Agenda, seconded by Vice President Bragg and the motion passed with a voice vote.

APPROVAL OF MINUTES

Approval of the August 8, 2022 Workshop Minutes

Commissioner Cummins moved to approve the August 8, 2022 Workshop Minutes, seconded by Vice President Bragg and the motion passed with a voice vote. Vice President Bragg and Commissioner Cummins abstained.

Approval of the August 22, 2022 Workshop Minutes

Commissioner Reiner moved to approve the August 22, 2022 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote. Vice President Bragg abstained.

Approval of the August 22, 2022 Regular Board Meeting Minutes

Commissioner Cummins moved to approve the August 22, 2022 Regular Board Meeting Minutes, seconded by Vice President Bragg and the motion passed with a voice vote. Vice President Bragg abstained.

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

CORRESPONDENCE

Written and Verbal Correspondence

Executive Director Risinger reviewed correspondence from the board packet which included a Daily Herald article announcing Hetal Wallace’s appointment to commissioner; a Journal & Topics Media Group article on Executive Director Risinger’s plans to retire in May of 2023; a Daily Herald article on BG Days; and last, a thank you note from the family of Dominic J. Saviano for the card sent in his memory.

ATTORNEY’S REPORT

Legal counsel was not present.

COMMITTEE ACTION ITEMS

Finance

Approval of the September Warrant 2022

Commissioner Cummins moved to approve the September Warrant 2022 in the amount of \$822,582.83, seconded by Vice President Bragg and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of the August Financial Statement and the August Year to Date Statement

Commissioner Cummins moved to approve the August Financial Statement and the August Year to Date Statement, seconded by Vice President Bragg and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Resolution 22-9-1 Utilization of Developer Donation Funds

Commissioner Cummins moved to approve the Resolution 22-9-1 Utilization of Developer Donation Funds in the amount of \$121,630.30, seconded by Vice President Bragg and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Resolution 22-9-3 OSLAD Program Authorization for Parkchester Park

Commissioner Cummins moved to approve Resolution 22-9-3 OSLAD Program Authorization for Parkchester Park, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Board Travel and Conference Expense

Commissioner Cummins moved to approve the Board Travel and Conference expense in the amount of \$311.00, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

Approval of Resolution 22-9-2 Greg Ney 25 Years of Service

Commissioner Reiner moved to approve Resolution 22-9-2 commending Greg Ney on 25 years of service to the Buffalo Grove Park District, seconded by Commissioner Cummins and the motion passed with a roll call vote.

AYES: Bragg, Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSTAIN: 0

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORT

Executive Director Risinger said he and President Jacobson will be attending the NRPA Conference in Phoenix next week. He asked the Board to RSVP to Executive Assistant Wanland if they would like to attend the NWSRA/SLSF Celebrate Ability Gala on November 4 in Wheeling. He reminded the Board that the Parks and Rec Steps Challenge started today. He congratulated staff for all of their hard work on BG Days. He said there will be a debrief meeting with the Village on BG Days at the end of the month.

Director Short said we are moving along on the Museum Grant Phase I attestation in order to get funds promised from IDNR. Commissioner Cummins asked about the compensation study. Director Short said HR Source is focusing on job descriptions and has comparable descriptions from park districts all over the state of Illinois. He said they are also looking at non-profit and for-profit comparable job descriptions in the private sector. He said they are using data from park districts with similar EAV's and similar budgets for comparison purposes. He said he will ask someone from HR Source to come to a Board Workshop when the study is complete.

Superintendent of Communications and Marketing Terson said that he is excited to say that he has hired a part-time marketing person who is starting tomorrow. Commissioner Cummins asked the responsibilities of the new part-time employee. Superintendent Terson said that his main responsibility will be social media video production/editing and graphic design. Commissioner Wallace commented that Superintendent Terson's stats in the marketing operations report is critical to interpreting social media.

Superintendent Ney said that the BG Days beverage tent sold \$16,000 more than last year. He said the Village made \$3,000 more than last year on the carnival. He said preschool enrollment is at 90% of where it was last year. He reported that fall flag football and soccer registration is higher than pre-pandemic numbers and both are going strong. He said the fall children's theatre production of *Once upon a Mattress* is cast and has three understudies for the first time. He said Clubhouse is at 60% of pre-pandemic registration and continues to grow by the month. Clubhouse continues to hire staff and take kids off the waitlist. Last, he said Jimmy Mix has accepted the Facility Supervisor position at the Golf Dome and we hope to fill his Recreation Supervisor position of athletics and day camps by the end of October.

Director Howe thanked the parks staff for all the work they did for BG Days. He told the Board a story of what happened when he recently visited Great Wolf Lodge in Gurnee with his family. He said the lifeguard came up and asked him if he worked at the Buffalo Grove Park District. He told Director Howe that he attended Kids to Parks Day in 2019 and it changed his life. He said he is graduating from high school this year and attending the College of Lake County. He said because of that day visiting the Park District in 2019 he wants to enter the field of parks and recreation.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

EXECUTIVE SESSION

The Board did not enter into Executive Session.

ADJOURNMENT

Commissioner Cummins moved to adjourn the Regular Board Meeting at 7:25 pm seconded by Vice President Bragg and the motion passed with a voice vote.

The Board then had cake in celebration of Commissioner Reiner's birthday.

Respectfully submitted,


Secretary