



Buffalo Grove Park District Board of Commissioners
WORKSHOP MINUTES
September 11, 2023
Alcott Center – Room 24
6 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Hetal Wallace.
Commissioner Absent: Larry Reiner.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland.

Attorney David Bloomberg was in attendance.

CALL TO ORDER

Roll Call

President Jacobson called the Board Workshop to order at 6 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

Monika Adamski, from Lauterbach and Amen LLP, and Cathy Pisano were in attendance.

APPROVAL OF THE WORKSHOP AGENDA

Commissioner Wallace moved to approve the September 11, 2023 Workshop Agenda, seconded by Vice President Cummins and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

Silver Sneakers – Cathy Pisano

Cathy Pisano, a resident, said she would like the Fitness Center to adopt the Silver Sneakers program. The program is a discounted program offered to senior citizens through Medicare that encourages them to join a fitness center. Director of Recreation and Facilities Joe Zimmermann said that based on how the program is funded it does not fiscally make sense for the Park District to adopt the program at this time.

CORRESPONDENCE

Executive Director Strojinc said included in the board packet were several Daily Herald articles on BG Days and the BG Singers sponsorship of the Ukulele Kid's Club.

FINANCE

Presentation of FY 2022-23 Year End Audit Report

Monika Adamski, Principal Director at Lauterbach and Amen LLP, presented the fiscal year-end audit of the Buffalo Grove Park District. She said she was lead on the audit and thanked Director Short for his cooperation with the many requests made from her team. She said the Park District achieved the GFOA (Government Finance Officers Association) Certificate of Achievement for Excellence in Financial Reporting for the 25th year in a row. She said it is the highest certificate you can achieve in government finance reporting. The entire audit report will be approved by the board in two weeks and will be published on the website per FOIA requirements. He said Executive Assistant Wanland will see that the Notice of Availability of Audit will be published in the Daily Herald in the coming weeks. Director Short said it is the staff who generated the good fund balance results and thanked them for their efforts.

POLICY AND LEGISLATION

Full-Time Staff Personnel Policy Manual

Executive Director Strojinc said the changes in the Full-Time Personnel Policy Manual were recommendations by Illinois law and by PDRMA. Otherwise the revisions included cleaning up the language in the manual. Vice President Cummins asked if staff is trained on these changes and Executive Director Strojinc said staff is required to read and sign off on changes in Power DMS.

PRESIDENT AND COMMISSIONERS' REPORTS

President Jacobson said BG Days was great, but hot. He said the Village is very happy with the results of the Park District's collaboration with them.

Vice President Cummins said he, too, enjoyed BG Days. He said staff performed admirably and the parade was great. He said he heard there were a lot of positive posts on social media. He congratulated Director Short and the team on an audit well done.

Commissioner Wallace said Mean Girls, Jr. auditions are done and it is an exciting cast. She said when she saw staff at BG Days she felt like she was seeing family. She said people were commenting on the great music and commended Superintendent Terson on the band selections. She said she worked all five days, it was fun, and she is glad to be part of this community.

Executive Director Strojinc said that beverage and carnival sales were up this year at BG Days. She said the Village will be working on a water main project at Rylko Park between the Fitness Center and SNP and the bridge over Route 83 is going to be painted which will interrupt traffic patterns. She said we are out to bid on the Rylko Park Amphitheater and Shelter and will have a recommendation at the next board meeting. She asked about reserving a table at the SLSF Gala and said it is the same night as the FOP's *A Broadway Love Story* event. She said we are experiencing a delay with the contractor that was supposed to start work on the Willow Stream Parking lot today. She said they will be starting in the next week or two. Last, she said the board vacancy interviews are scheduled and all candidates have picked up the Potential Board Candidate Packets. Vice Present Cummins said he has received commissioner input of questions to ask and has compiled a document outline for the vacancy interviews.

Superintendent Terson said the marketing department is finalizing the winter book and said he and Director Howe have been working on social media videos.

Director Short said that he is moving his office to the main hallway of Alcott at the end of the week.

Director Howe thanked the parks staff who literally worked three weeks to set up and take down BG Days. He said everything was flawless and it was great working with the Village Public Works department.

Director Zimmermann said he is gathering final numbers from BG Days. He said the Fitness Center has started their fall promotion and it is going well.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADJOURNMENT

Vice President Cummins moved to adjourn the Regular Board Meeting at 6:54 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectively submitted,


Secretary