



**Buffalo Grove Park District Board of Commissioners
Regular Board Meeting Minutes
November 27, 2023
Alcott Center – Room 24**

Commissioners Present: Steve Cummins, Scott Jacobson, Kim Page, Larry Reiner and Hetal Wallace.

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 present.

CALL TO ORDER

Roll Call

President Jacobson called the Regular Board Meeting to order at 6:17 pm. The roll was called and Commissioners Cummins, Jacobson, Page, Reiner, and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF REGULAR BOARD MEETING AGENDA

Vice President Cummins moved to approve the November 27, 2023 Regular Board Meeting Agenda, seconded by Commissioner Page and the motion passed with a voice vote.

APPROVAL OF MINUTES

Approval of the October 18, 2023 Special Board Meeting Minutes

Commissioner Reiner moved to approve the October 18, 2023 Special Board Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

Approval of the October 18, 2023 Executive Session Minutes

Commissioner Wallace moved to approve the October 18, 2023 Executive Session Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

Approval of the October 23, 2023 Park Tour Minutes

Commissioner Wallace moved to approve the October 23, 2023 Park Tour Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

Approval of the October 23, 2023 Workshop Meeting Minutes

Commissioner Wallace moved to approve the October 23, 2023 Workshop Meeting Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

Approval of the October 23, 2023 Regular Board Meeting Minutes

Commissioner Wallace moved to approve the October 23, 2023 Regular Board Meeting Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

Approval of the October 23, 2023 Executive Session Minutes

Commissioner Wallace moved to approve the October 23, 2023 Executive Session Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE**Written and Verbal Correspondence**

Executive Director Strojinc said included in the packet was an article that appeared in the Daily Herald on the Veterans Day event held at the CAC on November 11, 2023; there was also a Community Calendar mention of the FOP event *A Broadway Love Story* that appeared in the Countryside.

ATTORNEY'S REPORT

Attorney David Bloomberg said he did not have a report.

COMMITTEE ACTION ITEMS**Approval of the November Warrant 2023**

Commissioner Wallace moved to approve the November 2023 Warrant in the amount of \$1,847,547.63, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSENT: 0

Approval of the 2023 October Financial Statement and the October Year to Date Statement

Commissioner Wallace moved to approve the October Financial Statement and the October Year to Date Statement, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSENT: 0

Approval of the Renewal of Vista 2024 Health, Dental, Life and Vision Insurance Plans

Commissioner Wallace moved to approve the renewal of Vista 2024 Health, Dental, Life and Vision Insurance Plans as detailed in Director Short's memo dated November 6, 2023, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace
NAYS: 0
ABSENT: 0

Approval of the Board Travel and Conference Expense

Commissioner Wallace moved to approve the Board Travel and Conference Expense in the amount of \$4,616.36, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner and Wallace
NAYS: 0
ABSENT: 0

CONSENT AGENDA

Commissioner Page moved to approve the Consent Agenda as presented, seconded by Commissioner Wallace, and the motion passed with a voice vote.

- Quarter B Update on the Executive Director Work Plan
- Quarter B Update on Departmental Goals and Objectives
- Approval of the Part-Time Personnel Policy Manual Updates
- Approval of proposed changes to the Raupp Museum Mission and Vision Statements for the STEPS Certificate Program

EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Strojinc said the IPRA luncheon tables for conference are reserved and our legislators have been invited. Senator Johnson already committed to sitting with the Waukegan Park District and Executive Director Strojinc said she will keep the board posted as she hears from other legislators. She said the FOP made \$6,300 on their *A Broadway Love Story* event.

She said Prairie Grove Park construction is going well but with the weather changing there is a question about getting the poured-in-place surface installed. She said Willow Stream parking lot is complete, with the exception of the trash enclosure which should be completed this week. She said there was a leak in the Fitness Center roof caused by a roofing drain that was not included in the contract. She said the Rylko project bid did not include the reinforcing and expanding of the pathway from Deerfield Road that leads to the back of the amphitheater. The Village has offered to tie in the connection with a project they are doing nearby which should get us a better price by adding it on to their existing project. She said that progress on Rylko Park is moving along. She said there was a safety-related issue in Clubhouse. She said we are assessing the situation, training staff, and tightening the reigns. She said she wants the board to be aware we are working with staff and parents on the issue. She said she is pushing for an IGA with D21 and then will address the other school districts. She asked if the board is willing to hold one board meeting in September. Last, she said we are attending the Village board meeting next week hoping for approval of the Parkchester Park plan and the alcohol license for the Golf Dome.

Commissioner Reiner followed up with a question he had from reading the Executive Director's Work Plan. He asked why the Park District is looking for insurance on the parking lot property at Veterans Park. Executive Director Strojinc said ComEd owns the land and we own the parking lot. She said PDRMA will not cover ComEd leased property. Attorney Bloomberg said that he will look into it.

Director Short thanked the board for approving insurance for 2024.

Director Zimmermann said there is a new exhibit at the Museum called *The American Farmer*. He said Placer AI data said there were 2,000 people who attended the Trick or Treat Trail. He said he took his kids to *Mean Girls Jr.* and they loved it.

Director Howe thanked his staff for coming in on Sunday and plowing the snow where needed. Commissioner Wallace said Director Howe spoke to Wheeling High School AP Environmental Sciences students about how land use is governed and they really appreciated it.

OLD BUSINESS

President Jacobson asked Commissioners to look over their board liaison positions and see if they would like to partner with Commissioner Page to transition her into her new position. He said this topic can be discussed again at the next board meeting.

NEW BUSINESS

There was no New Business discussed.

EXECUTIVE SESSION

Vice President Cummins moved to enter Executive Session at 6:46 pm for the purpose of Land Acquisition, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSENT: 0

RECONVENE REGULAR BOARD MEETING

President Jacobson announced that the Commissioners were out of Executive Session and back in the Regular Board Meeting at 7:03 pm.


POSSIBLE ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Jacobson said that no final action was taken in the Executive Session.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Board Workshop at 7:04pm, seconded by Commissioner Page and the motion passed with a voice vote.

Respectfully submitted,


Secretary