

Minutes of the Regular Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, November 22, 2017 at approximately 6:00 p.m. in the Board Room of the Village Hall, New Lenox, Illinois.

GENERAL FUNCTIONS:

Call to order President Fischer called the November 22, 2017 meeting to order at approximately 6:00 p.m.

Pledge of Allegiance President Fischer led the Board, Staff, and all others present in the Pledge of Allegiance.

Roll Call President Fischer directed the Recording Secretary to take roll call. Upon taking roll call, the following were present, Commissioners: Kraemer, Larson, Schulz, Thomson, and President Fischer.

Also in Attendance Executive Director Greg Lewis, Director of Parks-Maintenance George Travnicek, Director of Golf Bob Schulz, Director of Business Services Kathy Lynch, Deputy Director of Business Services Karen Acklin, Attorney Angelo Vitiritti, Deputy Director of Recreation Jason Braglia, Deputy Director of Executive Services Jacque Tuma and Recreation Supervisor Katie Casey.

Treasurer's Report Commissioner Kraemer quoted the totals from the Monthly Treasurer's Report as presented for October 30, 2017. President Fischer requested any questions or comments regarding the Monthly Treasurer's Report for October 30, 2017. Hearing no questions or comments, President Fischer requested a motion to approve the Treasurer's Report as presented for October 30, 2017. Motion made by Commissioner Larson, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Payment of Bills Commissioner Kraemer quoted totals from the Payment of Bills as presented for October 30, 2017. President Fischer requested any questions or comments. Hearing none, President Fischer requested a motion to approve the Payment of Bills as presented for October 30, 2017. Motion made by Commissioner Schulz, seconded by Commissioner Thomson. Upon a roll call vote, all were in favor and the motion passed unanimously.

Communications *Eagle Scout Project-Thank you letter*
President Fischer read a thank you letter from Troop 49 Eagle Scout Brett Hyink regarding the September 11, 2001 Memorial for first responders and military at Freedom Park. Commissioner Thomson added this beautiful project will be here for many years to come and Brett worked with many individuals including Director of Parks-Maintenance Travnicek and staff to make this happen.

CASA Will County-Thank you letter
Deputy Director of Recreation Braglia read a letter from CASA Will County thanking the New Lenox Park District for participating in the 5K/10K held at Martino Jr. High; there were a record number of participants this year.

Turn Two for Youth Table Picture
Deputy Director of Recreation Braglia reported the board packet contained a picture of donated baseball gear that will be sent to the headquarters in North Carolina. The gear will be refurbished and sent to families in need. This year items will go to baseball families in California affected by the forest fires.

Consent Agenda *Approval of Regular Board Meeting Minutes of October 18, 2017*

President Fischer requested any questions or comments on the Consent Agenda. Hearing none; President Fischer requested a motion to approve the Consent Agenda as presented. Motion made by Commissioner Kraemer, seconded by Commissioner Schulz. Upon a voice vote, all were in favor and the motion passed unanimously.

Committee & Staff Reports

Business Services

Director of Business Services Lynch introduced Mrs. Nicole Saltzman a former part-time Business Services Coordinator that has accepted a full-time position. President Fischer welcomed Nicole.

President Fischer met with Director of Business Services Lynch to report the time management program is on schedule, staff training will begin shortly and February 1st is the tentative day to be online.

Facilities/Planning

Commissioner Thomson reported continued TLC maintenance of the buildings. Commissioner Thomson stated rentals at LCC revenue is on par at \$2500 from October 2016 (10 rentals) compared to October 2017 (11 rentals). Contact the park district for any room rentals in newly renovated rooms. Parks-maintenance Director Travnicek added some minor roof repairs were done at both maintenance buildings.

Golf Course *Golf Course*

Commissioner Kraemer reported the golf course is being winterized right now. The course is still open and the pro shop has gift cards available and some apparel left for Christmas gifts. Director of Golf Schulz added as of December 1st golf will be first come first serve and at the winter rates.

Parks/Development *Development Project*

Commissioner Larson reported no change in development projects. As for parks, mowing is done for the season and playgrounds have been mulched. A controlled burn will take place soon at Schoolhouse Manor. Director of Parks-Maintenance Travnicek added this is no longer required as policy of our grants, but it is done yearly. Director of Parks-Maintenance Travnicek added at Haines Park the plug for the ice rink is in place and thanks to some rain, once the temperatures drop the ice rink will be ready. Red and green flags will be used to show when the rink is open.

Tri-Annual Agenda (Draft)

Director of Parks-Maintenance Travnicek reported one main item highlighted at the Tri-Annual meeting will be how to get the athletic organizations to get their required documents in on time. In district and out of district numbers are about the same from last year, with baseball and soccer being a bit higher. Tri-Annual meeting was December 4th, 2017 at 6:30 pm at the Administration building. President Fischer and the Commissioners along with Executive Director Lewis and Parks-Maintenance Director Travnicek engaged in discussion with suggestions and possible ways to get the athletic organizations to get their forms in earlier and on time.

Briarwood

Executive Director Lewis reported this development is designed as a commuter development which is targeted at first time homeowners. Property is behind Reclaim Fitness and Trinity Services. The land available would be 1.1 acres. A discussion was had whether cash would be taken or if other options could be available due to the size of the land available. Executive Director Lewis suggested to meet with the Village to discuss further.

Heather Glen North (Tower Lane)

Executive Director Lewis stated the parcel of land behind McDonalds and east of Jewel will tie into Heather Glen multi-family/single family homes which will have walking access to LWSRA and the existing park site. Executive Director Lewis added that although same concept as Briarwood, it would make sense to take the cash contribution and use it for improvements to site. President Fischer added this concept is better with the walking path and possibility for park funded by a future homeowners association. Commissioners agree with this plan.

Director of Parks-Maintenance Travnicsek concluded that the athletic organizations have been doing a better job at paying bills. There are over four thousand participants in these organizations every year. A slight decline in tackle football has taken place this year

Recreation

Asset of the Month – Service to Others

Executive Director Lewis read the Asset of the Month, “The best way to find yourself is to lose yourself in the service of other.”—Gandhi.

Special Recreation

Monthly Reports, Staff Report, Monthly Financial Reports

Executive Director Lewis reported at the LWSRA Board of Directors meeting, a draft audit was held, so a formal presentation will take place next month. Executive Director Lewis reminded of many upcoming events to take note of, including Representative DeLuca and other legislators will take part in a wheelchair basketball game on November 30th. Family Holiday party is December 4th and lunch with the Grinch will take place December 16th. LWSRA continues to raise money for their projects and parks.

Proud of American Days 2018 planning

Executive Director Lewis reported the numbers and records are continually looked over. New promoters and staff have been spoken to, in order to find ways to change things up. Planning is well on its way to get back on track. With so much else to do in the area, Proud American days will have to be monitored and maybe try to do something that isn't offered anywhere else. As previously discussed, we are working on getting a survey out to see what the community wants in regards to Proud American Days.

Christmas in the Commons

Executive Director Lewis announced Christmas in the Commons is up and running ahead of schedule due to another outstanding job by Parks-Maintenance Director Travnicsek and his crew. The new setup is more efficient, the holiday market has expanded and extra skates were ordered to allow for bigger crowds. President Fischer stated kickoff for Christmas in the Commons is December 3rd from 2-6pm. Executive Director Lewis stated there is availability for businesses to get involved through sponsorships.

Information can be found on the Village website. Deputy Director of Recreation Jason Braglia added a thank you to the Village for the use of the concession stand, so staff stays nice and warm. Skate rental, hot chocolate, apple cider and water will be available for purchase at the concession stand.

Community Events New Lenox Chamber of Commerce

Free n' Fun Bar Bingo

Wednesdays from 6:00 p.m. – 10:00 p.m. at the American Legion Post 1977. Cash jackpots and nightly prizes.

21st Annual Thanksgiving Dinner

Thursday, November 23, 12-3pm @ 1900 E Lincoln Highway (Chicago Christian Counseling Center) If you are alone, in need or new to the area and would like to meet others, please visit the New Lenox Chamber of Commerce website for more information.

NLFPD Foundation Pancake Breakfast

Saturday, December 9, 8-10 am @ NLFPD fire station 1 (on route 20). Santa will be on site.

President Fischer reminded all to visit the Chamber of Commerce website or call (815)485-4241 for any additional events.

Village of New Lenox

Reminder of Christmas in the Commons December 3rd-January 6th. Holiday light displays, vendors, ice skating and more. Visit the Village website or call (815) 462-6400 for specific dates and hours and for additional events.

Lion's Club

Breakfast with Santa on December 3rd at LWW cafeteria from 8am to 12 noon. Games, facepainting and pictures with Santa will be available.

Save the date Saturday, February 10, "Who done it mystery" dinner and show fundraiser at LCC 630pm. \$35 per person includes dinner and dessert.

Commissioner Thomson revisited New Lenox Scouts food drive. It happened Sunday November 12th, with over 700 kids distributing 12,000 bags in bad weather conditions. With the generosity of the community over 40,000 items were donated to New Lenox Township, New Life Church and St. Jude Church food pantries. Commissioners Larson and Thomson mentioned Berkots foods and their generous donations of brown bags and pre made bags in the store made available to shoppers.

**Director/
Commissioner
Comments**

Commissioner Schulz thanked George and the recreation staff for all work done and work to be done at Christmas in the Commons and concluded with wishing everyone a Happy Thanksgiving.

Commissioner Thomson thanked everyone in the NLCPD that puts time in and works together.

Commissioner Kraemer welcomed Nicole Saltzman again and stated all went well with our programs and staff reorganization. Commissioner Kraemer thanked all who had a part in getting it all in order. Also mentioned the new recreation catalog for Winter/Spring, there is something for everybody.

Commissioner Larson thanked staff for a great job, wished everyone a good Thanksgiving and reiterated how amazing the Scouts food drive is.

President Fischer reflects on the time of year, being Thanksgiving, and again mentions the Scouts and their giving back to the community. Let's all take a step back and get involved, recognize our blessings and help those less fortunate.

Adjournment

At approximately 6:57 p.m., President Fischer requested a motion to adjourn the November 22, 2017 Regular Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Thomson. Upon a voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Nicole Barry, Recording Secretary