

Minutes of the Special Board Meeting of the New Lenox Community Park District Board of Commissioners held on Wednesday, January 18, 2017 at 5:00 pm at the Formal Executive Conference Room 202 at the Village Hall, New Lenox, IL.

GENERAL FUNCTIONS:

- Call to order** President Fischer called the January 18, 2016 meeting to order at approximately 5:00pm.
- Roll Call** President Fischer asked for everyone to state their names for the record; the following were present Commissioners: Kraemer, Larson, Schulz, Thomson, and President Fischer.
- Also in Attendance** Executive Director Greg Lewis, Director of Business Services Kathy Lynch, Director of Parks Maintenance George Travnicek, Attorney Angelo Vitiritti, and Deputy Director of Executive Services Jacque Tuma.

Discussion & Action

Social Media Policy

Executive Director Lewis noted the policy has gone through committee and this policy will evolve over time. Attorney Vitiritti noted Deputy Director of Executive Services Tuma is currently working on a Public Social Media Policy which is a bi-product of the employee Social Media Policy. This will be forever changing as technology changes quickly. Commissioner Thomson has reviewed and noted it will protect us; it will make things clear cut to the employee regarding social media. Attorney Vitiritti noted the Public Social Media Policy will need to be posted on both the website and any Facebook pages the district has. Commissioner Thomson noted that next year the district should look into setting up a Business Account via Facebook. Executive Director Lewis noted this is something to look at further down the road. President Fischer noted this policy will be approved next month. Executive Director Lewis noted it will be rolled out to Full and Part Time staff and will be a part of the Budget process moving forward.

Brett Hyink, Revised Eagle Scout Project – Veterans Memorial

Director of Parks Maintenance Travnicek reported on the revised Eagle Scout project; currently they still need to approach the VFW and the American Legion. Director of Park Maintenance Travnicek noted this memorial will honor the five branches of the 1st Responders of 9/11; it will be in a pentagon shape with a lit-up flag pole. Still waiting on information regarding volunteers to help build the project. Commissioner Schulz asked if the walk ways were all concrete. Director of Parks Maintenance Travnicek noted it is a 21X21 asphalt; he also noted he gave Brett all the vendor information he has to help with this project. Commissioner Thomson noted if there are changes in the original plan it would have to be reapproved. His concern was with the bronze signage. Director of Parks Maintenance Travnicek noted the bronze signs would be set in the concrete. Commissioner Thomson asked about the upkeep of the site. Director of Parks Maintenance Travnicek noted this will have to be looked at as well. There was discussion about when he has to have this completed; he would like the Grand Opening for June or July and he has to have it completed by the age of 18. Commissioner Kraemer noted this is a more realistic project. President Fischer would like to make sure the VFW and American Legion sign off on this and the project has their blessing. Overall board is in agreement to move forward with this project.

Athletic Association Requirements

Executive Director Lewis noted there have been some timing issues with the necessary documents that each association must provide on a yearly base to the park district. Wondering if there needs to be a different approach with the associations; i.e. attending their meetings, etc. Whole goal is not to punish the children with their playing time but the school district is requiring the 501 3c status. Commissioner Larson commented the associations were upset because of the added penalty of \$60.00 per person or more; would rather see more New Lenox residents playing than out of district. Talking with Commissioner Thomson they feel this should not be changed regarding the fees for the penalties. Executive Director Lewis commented the ratio has already been lowered to help alleviate some of this. Commissioner Thomson noted better communication and follow up will help moving forward; there should also be something in the policy about if invoices are 90 days past due and the Associations' Executive Board members should be showing up to the Tri-Annual Meetings. Executive Director Lewis noted the Tri-Annual meeting minutes should be sent to the Associations; reports showing Capital Improvements will be provided now too and overall a better job of showing what's being accomplished. Currently this is the best it's ever been with the

associations. President Fischer noted the Tri-Annuals need to run just our Regular Board Meetings with no electronic devices; if it's not on the Agenda it doesn't get discussed to help move along the meetings. President Fischer noted the OOD fees are going to stay. Commissioner Thomson noted maybe send out a quarterly updated to all the associations. Executive Director Lewis commented we could send someone to the association's meetings to help open the lines of communications.

Adjournment

At approximately 5:49PM President Fischer requested a motion to adjourn the January 18, 2017 Special Board Meeting of the New Lenox Community Park District Board of Commissioners. Motion made by Commissioner Larson, seconded by Commissioner Kraemer. Upon voice vote, all were in favor and the motion passed unanimously.

Respectfully Submitted,
Jacque Tuma
Recording Secretary