

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
October 17, 2017

President Goshorn called the regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Vicki Paddock, Libby Baker, Gerry Crews, Michelle Klemz and Jim Goshorn. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations. Also in attendance: Melissa Greenthal, Operations Analyst.

A motion to accept the Regular Meeting minutes of September 19, 2017 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Goshorn, Crews, Klemz and Baker. Nays: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,137,071.09 presented on October 17, 2017 was made by Gerry Crews and seconded by Vicki Paddock. A question regarding the budget and actual cost of towels was asked by Commissioner Baker. Director Crow indicated this is a cost associated with fitness centers and the Executive Director noted we have been under budget on the towels expense. Commissioner Baker asked about the expense of Super 8 motel for the sound crew from Gurnee Days; and staff responded that this will be reimbursed by Gurnee Days. Director Reinhard discussed the purchase of security cameras for Hunt Club from the Risk Management budget. A generator has been purchased from Excalibur for Hunt Club where all the IT Servers reside. Director Szpylman indicated this was a good investment and convenient timing as we just moved all main servers to the Hunt Club location. Director Reinhard said there will be no delay in switching from the power to generator when needed. Commissioner Baker asked why the utilities are higher for the aquatic center and it was answered that this is due to the timing of the reading, the estimate vs actual readings, and weather. Roll call vote taken. Ayes: Goshorn, Crews, Paddock, Klemz and Baker. Nays: none. Motion passed.

The financial report and treasurer's report were reviewed. Commissioner Crews expressed concern of the revenue generated at the Hunt Club Park Aquatic Center and Executive Director Kuruvilla indicated that breaking even is the best outcome moving forward unlike in earlier years. Executive Director Kuruvilla commented that based on several years of aquatic center analysis most communities operate pools at a loss. The board requested a further comparison with other districts and also to look into the survey comments and hours of the aquatic center.

The President opened the floor to visitor comments but there were none.

Directors reviewed their monthly reports with the Board.

Director Jeff Reinhard presented his report. Reinhard indicated the rest of the Spaulding equipment is coming in the next day. The Viking Park restroom siding has been replaced. Commissioner Crews complimented the Village of Gurnee and Gurnee Park District for talking to the neighbor about the flooding issues in Providence Oaks neighborhood.

Director of Recreation, Scott Crowe, presented his report. New fitness staff have been selected. The Trick or Treat event on October 14, 2017 was cancelled due to the rain. Meet the Manager is scheduled for October 21, 2017 at FitNation to introduce Pat Bodame as the new manager. A volunteer fair will be hosted by the Village of Gurnee taking place at Viking Park.

Director Mike Szpylman presented his report. He discussed the upcoming bond purchase which is set for board decision on November 21, 2017. He also discussed the IT policy update where Park District Risk Management Agency (PDRMA) will be the first point of contact for security issues; this will be an action item in the November board meeting.

Director Jennifer Gilbert presented her report. She discussed an update on the GO program with local communities and the Lake County Health Department.

The Executive Director reviewed her report. She introduced Melissa Greenthal as the new Operations Analyst.

Commissioner Crews asked if there was any discussion on an ice rink and the Executive Director responded that there has been none.

#### ACTION ITEMS

A motion was made by Libby Baker and seconded by Michelle Klemz to approve the estimated tax levy amount of \$4,847,549 in the corporate and special purpose funds and \$988,287 in the bond and interest fund bringing the total estimated levy to \$5,835,836 and since the total increase is above 5% to hold a truth-in-taxation hearing on November 21, 2017 at 6:45pm at Viking Park Community Center.

A motion was made by Vicki Paddock and seconded by Gerry Crews to approve the revised Volunteer Policy as presented. Roll call vote taken. Ayes: Baker, Klemz, Paddock, Crews and Goshorn. Nays: none. Motion passed.

Appointees were selected for the IAPD annual business meeting at the IAPD/IPRA Conference from January 18 to January 20, 2018. A motion was made by Vicki Paddock and seconded by Libby Baker to appoint Libby Baker as delegate for the IAPD annual business meeting on January 20, 2018 and Susie Kuruvilla as the alternate delegate. Ayes: Baker, Crews, Paddock, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Libby Baker to adjourn the regular Park Board Meeting of October 17, 2017 at 8:05pm and was seconded by Vicki Paddock. Roll call vote was taken. Ayes: Paddock, Baker, Goshorn, Crews and Klemz. Nays: none. Motion passed.

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James G. Goshorn, President

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Michelle Klemz, Secretary