

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
March 15, 2022

President Goshorn called the regular meeting to order at 6:01 pm. He asked for a roll call. Commissioners present: Gerry Crews, Aaron Dalzot, Vicki Paddock, and Jim Goshorn. Commissioners Absent Michelle Klemz. Staff members also present: Susie Kuruvilla, Executive Director and Melissa Greenthal, Operations Analyst.

A motion was made by Vicki Paddock to enter executive session at 6:01 pm to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. (5ILCS 120/2 (c)(5))

Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Dalzot, Paddock, and Goshorn. Nays: none. Absent: Klemz. Motion carried. Only the Board Members were authorized to attend the closed session.

A motion was made by Vicki Paddock to leave executive session at 6:45 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye.

President Goshorn called the regular meeting to order at 7:00pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Gerry Crews, Aaron Dalzot, Vicki Paddock, and Jim Goshorn. Commissioners absent: Michelle Klemz. Also present: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Kraig Owens, Director of Parks; Jennifer Gilbert, Director of Marketing and Community Relations; Davida Doyle, Marketing and Special Events Coordinator and Melissa Greenthal, Operations Analyst.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of February 15, 2022. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Dalzot, Paddock, and Goshorn. Nays: none. Absent Klemz. Motion carried.

A motion was made by Vicki Paddock to approve the minutes of the Executive Session meeting minutes of February 15, 2022. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Dalzot, Paddock, and Goshorn. Nays: none. Absent: Klemz. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$548,608.68 presented on March 15, 2022, was made by Gerry Crews and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Dalzot, Paddock, Crews, and Goshorn. Nays: none. Absent: Klemz. Motion carried.

The financial report and treasurer's report were reviewed. Executive Director Kuruvilla indicated the FY 21/22 revenue is projecting to meet at 95% of the budgeted and the expenses are expected to meet 90% of the budgeted expenses.

The President opened the floor to visitors; there were no visitors present.

Department Directors reviewed their written reports with the Board.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. Director Gilbert introduced Davida Doyle as the Marketing and Special Events Coordinator. Davida Doyle started at the park district in 2003 and has worked a variety of part time roles throughout the years.

Director of Parks Kraig Owens reviewed the parks report. Three full time staff have been hired in the parks department; two Grounds Team Members and a Facility Team Member. The slide repairs at the aquatic center will be completed by mid to late April, weather permitting.

Director of Recreation Mike Wick reviewed the recreation report. The Aquatic Pool Pass sales are at 842 which is 300 higher in sales than this time last year. FitNation Membership Sales are up with new memberships for the month of March at 150 as of the end of business March 14th.

Executive Director Susie Kuruvilla reviewed her report. Executive Director Kuruvilla presented the Preliminary 2022-2023 Budget noting that it is a balanced budget. Director Owens reviewed the five year capital plan. Annual goals for current fiscal year are in progress with teams working on annual goals for 2022-2023 centered around 3 main themes from FY 2021/2022: Enhance Relationship with the community and their parks, Diversity Equity and Inclusion, and Re-inventing the Park District. The Annual Goals will include the themes from the Employee Survey results. Gurnee Days is in the planning phases for summer 2022.

ACTION ITEMS

A motion was made by Gerry Crews to approve the salary tables for FY 22/23 as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Dalzot, and Goshorn. Nays: none. Absent. Klemz. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Gerry Crews and seconded by Vicki Paddock. On voice vote, all voted aye. The meeting adjourned at 8:12 pm.

James G. Goshorn, President

Michelle Klemz, Secretary