

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
September 20, 2022

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: Michelle Klemz, Gerry Crews, Aaron Dalzot (remote), Vicki Paddock, and Jim Goshorn. Commissioners Absent: none. Board Present Goshorn took a voice vote to approve Commissioner Dalzot's remote attendance due to official Park District business. Also present: Susie Kuruvilla, Executive Director (remote); Mike Wick, Director of Recreation (remote); Kraig Owens, Director of Parks (remote) ; Mike Szpylman, Director of Business Services; and Jennifer Gilbert, Director of Marketing and Community Relations (remote).

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of August 16, 2022. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Dalzot, Klemz, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the minutes of the Executive Session August 16, 2022. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Dalzot, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$829,457.87 presented on September 20, 2022, was made by Michelle Klemz and was seconded by Gerry Crews. Discussion presented by President Goshorn to increasing monthly payouts to Amazon versus big box store savings programs. Szpylman responded that local big box stores are still used for park district needs and that Amazon is utilized if it has the lowest price or an item cannot be found elsewhere. Commissioner Crews inquired about Gurnee Days power generators. Rentals are used for food vendors and festival booths and expenses are passed through to onsite vendors. Roll call vote taken.: Ayes: Klemz, Crews, Paddock, Dalzot, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Commissioner Crews commented that finances look strong. Commissioner Paddock inquired about benefit of savings rates. Rates in liquid assets adjust almost daily based on Federal Bank Rates. Certificates of Deposit (CD) are based on when current CD's mature and are reinvested based on rate opportunities in the market place. Szpylman indicated that our Park District Investment Policy states that CD terms will not exceed beyond a one year term.

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

Department Directors reviewed their written reports with the Board.

Director of Parks Kraig Owens reviewed the parks report.

Director of Recreation Mike Wick reviewed the recreation report.

Director of Business Services Mike Szpylman reviewed the Business Services report.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report.

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

Executive Director Susie Kuruvilla reviewed her report. Kuruvilla updated the Board about Warren Special Recreation Association and Lindenhurst Park District's interest in joining the association. Kuruvilla indicated that she is in favor and asked for the Board of Commissioner's feedback on this addition. Board discussed tax levies, use of facilities, and possible challenges. The Board expressed their approval in favor of the addition of Lindenhurst Park District to WSRA.

ACTION ITEMS

A motion was made by Vicki Paddock to approve the lowest responsible bid from Cahill Heating, Air Conditioning, & Electric Service, Inc. at a cost of \$26,625 for RTU demolition and replacement at Hunt Club Park Community Center as presented and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Klemz, Crews, Dalzot, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Michelle Klemz to approve the InCode financial software to move to the Tyler hosted Server as presented and was seconded by Aaron Dalzot. Szpylman answered questions about server services including other providers. Roll call vote taken. Ayes: Paddock, Klemz, Crews, Dalzot, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Gerry Crews to approve the purchase of 14 individual pieces of cardio equipment for FitNation from Direct Fitness Solutions through the Sourcewell cooperative purchasing program at a cost of \$81,535.00 as presented and was seconded by Vicki Paddock. Commissioner Klemz inquired about the old equipment. Szpylman responded that old equipment is traded-in as part of the purchase. None of the new pieces have personal viewing devices as part of the equipment. Roll call vote taken. Ayes: Dalzot, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. none. Motion passed.

OTHER BUSINESS

No other business was presented to the Board.

A motion to adjourn was made by Vicki Paddock and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 7:32 pm.

James G. Goshorn, President

Michelle Klemz, Secretary