Minutes of a Special Meeting of the
Naperville Park District Board of Commissioners
DuPage and Will Counties
Held on 26th day of July, 2012
3415 Book Road – Lunch Room
Naperville, IL 60540

I. Call to Order
The Special Meeting of the Naperville Park District Board of Commissioners was called to order at 6:04 p.m. by President Young.

II. Roll Call
Present:
President Kirsten Young
Vice President Rich Janor
Commissioner Gerry Heide
Commissioner Bill Eagan
Commissioner Ronald Ory
Commissioner Mike Reilly
Commissioner Marie Todd
Absent:
Other:
Executive Staff:
Kevin Finnegan, Parks Director
Sameera Luthman, Marketing and Communications Director
Ray McGury, Executive Director
Ed Prevow, Golf Services Director
Katie Sepe, HR Director
Eric Shutes, Planning Director
Sue Stanish, Finance Director
Brad Wilson, Recreation Director
Rob Wysocki, IT Director
Staff:
Derke Price, Attorney
Jacki Stern, Board Secretary
III. Matters from the Public
No one signed up to speak.

IV. New Business
A. Approval of Minutes

Action and Motion Requested:
Vice President Janor moved to approve the Regular Meeting Minutes of July 12, 2012 and Special Meeting Minutes of June 27, 2012 and June 28, 2012. Second by Commissioner Reilly.

Roll Call Vote on Motion:
YES: Janor, Reilly, Todd, Eagan, Heide, Ory, Reilly, Young
NO: None
ABSENT: None
(Motion Declared Carried)

B. Executive Director Job Description

Action and Motion Requested:
Vice President Janor moved to approve the Executive Director job description revision date July 26, 2012. Second by Commissioner Reilly.

Director Sepe commented that there were two reasons this item was brought to the board for approval. It needed to be revised to comply with the DA standard in regard to the Crisis Management Plan and HR wanted to bring it more in line with what the Executive Director actually does and how his contract reads.

Roll Call Vote on Motion:
YES: Janor, Reilly, Eagan, Heide, Ory, Todd, Young
NO: None
ABSENT: None
(Motion Declared Carried)

C. Discussion Items
1. Budget Preview
   • Sue Stanish and the Leadership Team presented the mid year and 2013 budget preview.

2. Fry Property Naming
   • Similar to Book Family Pavilion and Staffield Lake, we are presenting the name to the board this evening to ratify the action at the August meeting and then we have the 90 day period and will be formally approving the name by resolution at the October meeting. Staff would like to call this property the Naperville Park District 95th Street Campus. Commissioner Ory said that the word campus to him denotes many buildings. He would like to suggest the word Center instead of Campus. It is just what we call it and what we will advertise with in our program
guide. We will have space on the sign, a logo on the building and another sign in the back where our patrons will park. Consensus from the commissioners is to call it a “center”.

3. **District’s New Brand**
   Director Luthman presented the commissioners with the new branding board prepared by Marketing. She presented the tag line of “engage your senses” and they have been working on the graphical portion and the board shows how it is applied across several different printed materials. Once we have consensus from the board, our attorney and Director of Marketing will do a full search on the brand and/or trademark.

4. **Purchase of a Vermeer BV1500 15” Brush Chippens wou**
   Director Finnegan presented this purchase to the board for their consideration at the August meeting. We have had this piece of equipment since 1996 and it has over 2200 hours on it. We are still able to get $3500 on trade in.

5. **Harris Fawell Park and Wil-O-Way Park Improvements**
   Director Shutes will bring contracts for approval to the August 9th meeting. Harris Fawell Park Wil-O-Way Park are slated for this fall. Both parks should be completed by the end of the year. This allows for the turf portion to fall into spring so you have two growing seasons for the turf.

D. Department Updates
   1. Finance
      The Budget will be focus of the next 5 to 6 months.

   2. Planning-
      Tomorrow in the weekly packet will be A/B projects staff update and we will talk at the August workshop about Knoch Knolls.

   3. Recreation
      Volunteer picnic is on August 8th and then back to school hours in two weeks and then weekends until labor day weekend. Hosting two usta tennis tournaments this weekend and last weekend.

   4. Parks
      Director Finnegan talked about the effect that the drought is having on watering and mowing. A security camera is being placed at Fredenhagen Park. It is in the clock tower. It has software that detects crowd density and will alert police if we need to disburse the crowd.

   5. Marketing/Communications
      The department is working on the new website and rebranding. They are also working with golf and a sponsorship program with golf.
Marketing is looking at a Snag golf program and it uses nontraditional equipment to teach golf. It will help to develop young golfers. Recreation can take over snag golf 3-4 and then 5-6 at the course. Offered only once a year during the summer and an opportunity to offer throughout the year.

6. Golf
   Inner City Golf Championship is this weekend. There are close to 200 signed up to play. We have more than we did last year. In August, High School golf will be starting again. Also, August is glow ball time. We have two night times. Two in August and one in September.

7. IT
   Staff is working on developing the IT Master Plan and interviews were held with each department. Current apps in use and any manual processes that are in use is helpful information to create this plan. 2nd item IT is working on is PCI compliance and staff is working on several policy and documentation gaps that we have. Later this year we will become compliant.

8. HR
   The PDRMA Loss Control Review is going well and we are looking for 95% compliance. There are only 2 more scheduled on-site visits. Wellness is still on the radar. Health risk assessment will be available again this year.

V. Executive Session
   Action and Motion Required:
   Vice President Janor moved to adjourn to Executive Session at 7:50 pm to discuss Pending Litigation under 2(c) (5) of the Open Meetings Act. Second by Commissioner Reilly.

Roll Call Vote on Motion:
YES: Janor, Reilly Todd, Eagan, Heide, Ory, Reilly, Young
NO: None
ABSENT: None
(Motion Declared Carried)

VI. President Young called the meeting back to order at 8:08 pm.

VII. Adjournment
   Action and Motion Requested:
   Vice President Janor moved to adjourn the July 26, 2012 Special Meeting at 8:09 pm. Second by Commissioner Reilly.

Voice Vote on Motion:
YES: Janor, Reilly, Eagan, Heide, Ory, Todd, Young
NO: None
ABSENT:  None
(Motion Declared Carried)

Respectfully Submitted:

[Signature]
Board Secretary

8/24/2012