

**Oakbrook Terrace Community Park District**  
**15325 Ardmore Avenue, Oakbrook Terrace, IL 60181**

**Minutes**

*August 27, 2019*

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held on August 27, 2019 at 7:00PM held at the Heritage Center, 15325 Ardmore Avenue, Villa Park, IL 60181.

**CALL TO ORDER**

President Sweitzer called the meeting to order at 7:00PM

Roll Call: Commissioner Flanagan, Commissioner Lugo, Commissioner Sweitzer

Commissioner absent: None

Staff Present: Cathy Fallon, Executive Director, Antonio Washington, Business Manager, Shannon Elsey

Guests:

**MINUTES OF PREVIOUS MEETING**

Motion to approve minutes of June 25, 2019 made by Commissioner Flanagan, second Commissioner Lugo, no votes in abstention and no votes in opposition, motion carried.

Motion to approve the appointment of Maryann Neffke as Park District Commissioner made by Commissioner Lugo, second by Commissioner Flanagan, no votes in abstention nor opposition, Maryann Neffke has been appointed as Commissioner on the Oakbrook Terrace Park District Board of Commissioners.

**PUBLIC COMMENT**

None

**ELECTION OF OFFICERS:** Motion to appoint Executive Director, Cathy Fallon, as Secretary of the Board of Commissioners made by Commissioner Lugo, second by Commissioner Flanagan. No votes in abstention nor opposition, motion to appoint Director Fallon as Secretary passed.

Election of officers will be decided at the next board meeting.

#### **FINANCIAL REPORTS**

- Financial Statements and Profit Loss Report – Motion to approve financial statements and profit loss report made by Commissioner Lugo, second by Commissioner Neffke, no votes in abstention nor opposition, motion to approve passed.
- Motion to approve June 2019 disbursements made by Commissioner Lugo, second by Commissioner Flanagan, no votes in abstention nor opposition. Motion to approve July 2019 disbursements made by Commissioner Lugo, second by Commissioner Sweitzer with no votes in abstention nor opposition, motion passed.
- Capital - see report for information.
- Review of new financial format

**NEDSRA:** Refer to Director Fallon's report

**LEGAL :** Nothing to report

#### **OLD BUSINESS**

- Krilich Property – Director Fallon has been contacting Greg Wilcox for more information on their responsibility with the bike path. She has been working with county to get the documents pertaining to the Bike Path.
- Heritage Park Redevelopment: The entryway landscape is complete. Continuing to work to improve the landscape and garden at Heritage Park.
- Dorothy Drennon Park: kickoff meeting with Hitchcock Design has been rescheduled for September 12, 2019
- Communications with the City of Oakbrook Terrace: staff attended National Night Out and did their best to communicate with all City Officials and employees.

#### **NEW BUSINESS**

- Approval of Fitness Center HVAC Bid: see attached memo Motion to approve bid for three RTU units for removal and replacement at the fitness center by FE Moran made by Commissioner Lugo second by Commissioner Flanagan
- Prevailing Wage: refer to Director Fallon's report
- Special Events: Discussion regarding different types of events such as community events, special events.
- Audit Report: books and summaries included with board packet. Approval will be at the September meeting.
- Memorial for Commissioner Cizek: discussion of ideas for memorial.

#### **DEPARTMENT REPORTS**

- Mr. Hoblit's report is included

- Fitness: Mr. Treichel's report is included
- Superintendent Bell's report is included
- Recreation: Superintendent Elsey's report is included
- MS Stirmell's report is included
- Nature Center: MS Saletta's report is included
- MS Potosnak's marketing report is included
- Administration: Refer to Director Fallon's reports throughout meeting. Director Fallon asked the Board to bring ideas to the next meeting so the staff could implement when doing their budget.

## EXECUTIVE SESSION

Motion to adjourn regular meeting at 8:45 PM to enter into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees made by Commissioner Flanagan, second by Commissioner Lugo, no votes in abstention nor opposition, motion to enter Executive Session is approved.

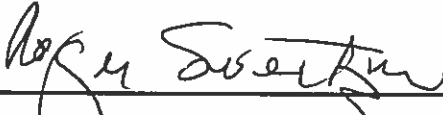
Motion to adjourn Executive Session and enter regular meeting at 9:20PM made by Commissioner Neffke, second by Commissioner Flanagan, no votes in abstention nor opposition, motion to enter regular meeting passed.


Motion to offer salary increase to Executive Director, Cathy Fallon, immediately made by Commissioner Sweitzer and second by Commissioner Flanagan. No votes in abstention nor opposition motion to offer a ten percent salary increase to Director Fallon is approved.

**NEXT MEETING** *Regular Meeting September 24, 2019 @7:00PM*

## ADJOURNMENT

Motion to adjourn made by Commissioner Lugo, Second by Commissioner Flanagan no votes in abstention nor opposition motion to adjourn at 9:24PM

  
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 Roger Sweitzer, President

  
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 Cathy Fallon, Secretary