



BOARD OF TRUSTEES
REGULAR SESSION MEETING MINUTES

Serving the Fox Valley Park District
Kane, DuPage, Kendall and Will Counties, Illinois

January 14, 2013
Prisco Community Center
150 W. Illinois Avenue, Aurora, IL
6:00p.m.

1.0 CALL TO ORDER

President Ossyra called the Board meeting to order at 6:00 p.m.

2.0 PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3.0 ROLL CALL

The following members of the Board of Trustees were present: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Absent: None. Also Present: Executive Director Nancy McCaul, Attorney Gerald Hodge, Administrative Staff and Guests.

4.0 ADDENDA TO THE AGENDA – None presented.

5.0 CONSENT AGENDA

Bill Thompson moved, Theodia Gillespie seconded, and the Board approved the Consent Agenda items. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

5.1 Approved the regular session meeting minutes from 12/10/12.

5.2 Approved payables 12/1/12 – 12/31/12 in the amount of \$2,460,893.18.

5.3 Approved statement of estimated revenues and expenses for period ending 11/30/12.

5.4 Approved Executive Director, Department Heads and other reports.

5.5 Reviewed capital projects permitting fees and charges, cost summaries and project bid schedule report.

5.6 Approved the bid for the printing and mailing preparation services for the District activity guides in the total amount of \$423,560 submitted by R.R. Donnelly for a two-year agreement.

5.7 Approved the License Agreements for Lippold Center with the Auroraland Archers and the Junior Olympic Archery Development Club

- 5.8 Authorized the purchase of 1 – train engine truck assembly at a cost of \$26,785 and 1 – train coach truck assembly at a cost of \$15,069.50 from Chance Manufacturing, Wichita, Kansas.

6.0 PRESENTATIONS AND SPECIAL RECOGNITION

6.1 Program Evaluations

Laurie Hoffman, Director of Recreation and Communications, presented results from a comprehensive marketing survey detailing customer satisfaction/feedback in relation to district programs and facilities.

- 7.0 **PUBLIC COMMENT** – None presented.

8.0 ATTORNEY BUSINESS

8.1 Resolution for 712 S. River Street Lease

Theodia Gillespie moved, Chris Studebaker seconded and the Board unanimously approved the Resolution for 712 S. River Street as to leasing the first floor of 712 South River Street to the Fox Valley Special Recreation Association on terms acceptable to the District. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

9.0 EXECUTIVE DIRECTOR BUSINESS

9.1 Performance and Merit Compensation Plan

Chris Studebaker moved, Bill Thompson seconded and the Board unanimously approved the performance and merit compensation plan for budget purposes for fiscal year 2013-14. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

9.2 Full-Time Salary Ranges

Nancy Hopp moved, Dan Barreiro seconded and the Board unanimously approved the full-time salary ranges effective for the 2013-14 fiscal year. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

9.3 Lease Agreement with Fox Valley Special Recreation Association

Nancy Hopp moved, Bill Thompson seconded and the Board unanimously approved the revised one-year office lease agreement with Fox Valley Special Recreation Association for the first floor of 712 South River Street. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

- 10.0 **CONTINUED BUSINESS** - None presented.

11.0 NEW BUSINESS

11.1 Full Time Personnel Policy Manual

Paul Greviskes moved, Chris Studebaker seconded and the Board unanimously approved the Full Time Personnel Policy Manual. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

This document will be placed on file as part of the requirements for the IPRA/IAPD Distinguished Accredited Agency (DAA).

12.0 CORRESPONDENCE AND ANNOUNCEMENTS

1. Daily Herald – Park District Now Focused on Maintaining

December 25, 2012 article in Daily Herald

2. Nancy Young Elementary PTA

Thank you for sponsoring the Nancy Young Elementary annual Run for Fun.

3. J.H. Freeman Elementary School

Thank you for donation to our 2012 Freeman Elementary Fun Fair Raffle.

4. Fox Valley Park District in the News

Various recent news article(s) concerning the District.

President's Comments:

President Ossyra complimented the District for the news article “*Telling our Story*” which highlighted the District’s zero percent tax increase for the second consecutive year.

President Ossyra commended the District for achieving the highest *Accreditation for the PDRMA Loss Control Review* in the history of the District and thanked Director McCaul and staff for their hard work and efforts in achieving this review.

13.0 EXECUTIVE SESSION

At 6:45 p.m. Bill Thompson moved, Theodia Gillespie seconded and the Board unanimously approved convening into Executive Session of the Fox Valley Park District Board of Trustees under Section 2 (c) (5) discussion of terms for an offer to acquire, or negotiations and strategy during the acquisition of specific parcels of real estate, or discussion of terms for the sale or lease of real estate; and Section 2 (c) (11) discussion of pending, or probable and imminent, litigation when an action against affecting , or on behalf of the District has been filed and is pending in a court or administrative tribunal; and Section 1 (c) (1) of the Open Meetings Act for the purpose of discussion of the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers and legal counsel for the park district. (*Illinois Park District Law Handbook 6th Edition, 2010*)

14.0 RETURN TO REGULAR SESSION

At 8:25 p.m. Chris Studebaker moved, Bill Thompson seconded and the Board unanimously approved convening back into Regular Session. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

14.1 Executive Session Minutes

Chris Studebaker moved, Theodia Gillespie seconded and the Board unanimously approved the Executive Session meeting minutes from 12/10/12. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

15.0 ADJOURNMENT

Bill Thompson moved, Chris Studebaker seconded and the Board unanimously approved adjourning the meeting. Upon motion duly made and seconded, President Ossyra thereupon adjourned the meeting at 8:30 p.m. Roll Call: Voting Aye: Dan Barreiro, Nancy Hopp, Bill Thompson, Rachel Ossyra, Theodia Gillespie, Chris Studebaker and Paul Greviskes. Voting Nay: None. Motion Carried.

*Respectfully Submitted By,
Debbie Thompson
Assistant Board Secretary*