



**BOARD OF TRUSTEES**  
**REGULAR SESSION MEETING MINUTES**

Serving the Fox Valley Park District  
Kane, DuPage, Kendall and Will Counties, Illinois  
**November 12, 2012**  
**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: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Excused: Theodia Gillespie. Absent: Dan Barreiro. Also Present: Executive Director Nancy McCaul, Attorney Gerald Hodge, Administrative Staff and Guests.

**4.0 ADDENDA TO THE AGENDA – None presented.**

*President Ossyra stated that this is the first paperless meeting which is a green/sustainable initiative that is part of the District's overall Mission.*

**5.0 CONSENT AGENDA**

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

**5.1** Approved the regular session meeting minutes from 10/8/12.

**5.2** Approved payables 10/1/12 – 10/31/12 in the amount of \$10,380,884.01.

**5.3** Approved statement of estimated revenues and expenses for period ending 9/30/12.

**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** Authorized the district to enter into a three-year agreement with Reuland Food Service Inc. to provide concession services at the outdoor aquatic centers and Blackberry Farm.

**5.7** Authorized staff to enter into a three-year service agreement with North American Industrial Products Group, Inc. to provide restroom and kitchen paper supplies.

**5.8** Approved the Park ID Sign Installation bid from RC Wegman Construction in the amount of \$51,100.

- 5.9 Approved appointment of conference delegate to the Illinois Association of Park District's (IAPD) annual meeting.
- 5.10 Approved the Cool Acres Restroom Renovation bid from Construction Solutions of Illinois, Inc. in the amount of \$139,723.
- 5.11 Approved the Recreational Lease between Commonwealth Edison and the Fox Valley Park District.
- 5.12 Rejected the bids for the construction of the new Boxing Club.

## 6.0 PRESENTATIONS AND SPECIAL RECOGNITION

### 6.1 Fox Valley Special Recreation Association Award

Carolyn Nagle, Executive Director of the Fox Valley Special Recreation Association (FVSRA), presented to the District, the Member Agency of the Year Award.

### Conservation Foundation Award

The District was presented the "Fab 40" Conservation Foundation Partner Award.

### Illinois Park & Recreation Association (IPRA)

Jennifer Paprocki, Superintendent of Finance, was presented the Illinois Park & Recreation's (IPRA) "Rising Star" Award from the Administration and Finance Section of IPRA.

### Illinois Park & Recreation Association (IPRA)

Nancy McCaul CPRP, Executive Director, was presented the Illinois Park & Recreation's (IPRA) "Professional of the Year" Award from the Administration and Finance Section of IPRA.

7.0 PUBLIC COMMENT – None presented.

## 8.0 ATTORNEY BUSINESS

### 8.1 Resolution for 712 South River Street Property

Chris Studebaker moved, Bill Thompson seconded, and the Board unanimously approved the Resolution for 712 South River Street Property for the purpose of entering into negotiations for the lease of the building and parking lot. (Trustee Hopp recommended a few grammar revisions). Roll Call: Voting Aye: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Voting Nay: None. Motion Carried.

## 9.0 EXECUTIVE DIRECTOR BUSINESS

### 9.1 Strategic Plan 6 Month Review

Director McCaul presented the District's *Strategic Plan 6 Month Review* and highlighted several long and short term objectives, goals and major capital projects that are underway, or have been completed, as part of the District's Strategic Plan and major accomplishments. No motion taken.

## 10.0 CONTINUED BUSINESS

### 10.1 Fee Modifications

Laurie Hoffman proposed several fee modifications for the board's review and approval. Paul Greviskes moved, Bill Thompson seconded, and the Board unanimously approved the fee modifications to be effective May 1<sup>st</sup>, 2013. Roll Call: Voting Aye: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Voting Nay: None. Motion Carried.

## 11.0 NEW BUSINESS

### 11.1 Board of Trustee Rules of Order and Operational Procedures

President Ossyra presented the Rules of Order and Operational Procedures to the Board for their annual review as mandated in *Section IV:K-2*. President Ossyra recommended adding specific language to **Section III: A. President:**

*The President appoints committees, subcommittees, advisory committees, or task forces of the Board of Trustees as may be needed and desired. The President with the approval of the Board shall make appointments from its members and from staff of the District to serve on the following external, but related committees:*

*Aquatics Administrative Board (City of Aurora and Fox Valley Park District)*

*Fox Valley Park Foundation Board*

*Fox Valley Special Recreation Association Board*

*The First Tee of Aurora & Fox River Valley Board*

*Communities in Schools of Aurora, Inc.*

*These appointments shall typically take place at the Board meeting following the Election of Officers or as soon as practicable thereafter. Appointments shall also be made as vacancies occur, and the number of representatives to be appointed and the terms of such representatives may vary from organization to organization and from time to time according to each organization's governing rules.*

The Board was advised to bring any additional comments to the President's attention and Attorney Hodge will make the final/recommended revisions to the document for approval at the December meeting. No motion taken.

### 11.2 Foundation Board Appointments

President Ossyra recommended the following Fox Valley Park Foundation Board re-appointments and appointments.

<u>Name</u>	<u>Term Expired:</u>	<u>3-Year Term:</u>
Theodia Gillespie(re-appointment)	May 2012	May 2015
Chris Studebaker (re-appointment)	May 2012	May 2015
Bill Thompson (re-appointment)	May 2012	May 2015
Rachel Ossyra (replace Nancy Hopp)	May 2012	May 2015

Nancy Hopp moved, Paul Greviskes seconded and the Board unanimously approved the re-appointments and appointments and the board unanimously voted aye. Motion carried.

### 11.3 Resolution for Lower Fox River

Nancy Hopp moved, Chris Studebaker seconded and the Board unanimously approved the Resolution Endorsing Implementation of the Lower Fox River Land Conservation Project Plan. Roll Call: Voting Aye: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Voting Nay: None. Motion Carried.

## 12.0 CORRESPONDENCE AND ANNOUNCEMENTS

1. Joseph Henning, President & CEO Aurora Regional Chamber of Commerce  
Thank you to the Fox Valley Park District for participating in this year's Business Expo.
2. Lauren Stott, Fall Festival Committee, Village of Montgomery  
Thanks to Jazmin Villa for her helpful assistance in preparing the paperwork to utilize Montgomery Park for their Fall Festival.
3. Ryan Dowd, Executive Director, Hesed House  
A note of thanks to the District for the donation of picnic tables in support of the 8<sup>th</sup> annual Hike for Hesed.
4. Al Miller, Greater Auroraland Athletic Directors Association (GAADA)  
Thanks to the District for their continued support of the "City of Lights" Gall Tournament Series.
5. Fox Valley Park District in the News  
Various recent news article(s) concerning the District.

President Ossyra commended the District for hosting the excellent Veteran's Day Luncheon. She also directed the Board's attention to a list of upcoming events.

### **13.0 EXECUTIVE SESSION**

At 7:00 p.m. Bill Thompson moved, Paul Greviskes seconded and the Board 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 6<sup>th</sup> Edition, 2010)*

### **14.0 RETURN TO REGULAR SESSION**

At 7:30 p.m. Trustee Thompson moved, Trustee Studebaker seconded and the Board unanimously approved convening back into Regular Session. Roll Call: Voting Aye: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Voting Nay: None. Motion Carried.

#### **Executive Session Minutes**

Nancy Hopp moved, Chris Studebaker seconded and the Board unanimously approved the Executive Session Meeting Minutes from 9/10/12. Voting Aye: Paul Greviskes, Nancy Hopp, Bill Thompson, Rachel Ossyra, and Chris Studebaker. Voting Nay: None. Motion Carried.

### **14.0 ADJOURNMENT**

Bill Thompson moved, Paul Greviskes seconded and the Board unanimously approved adjourning the meeting. Upon motion duly made and seconded, President Ossyra thereupon adjourned the meeting at 7:32 p.m.

*Respectfully Submitted By,  
Debbie Thompson  
Assistant Board Secretary*