Proposed

BARRINGTON PARK DISTRICT

**BOARD ANNUAL MEETING MINUTES**

**FEBRUARY 18, 2019**

1. The Board of Park Commissioners, Barrington Park District, Lake and Cook Counties, Illinois, held a Board meeting at Langendorf Park, 235 Lions Drive, called to order at 7: 31 p.m. by President Hovde.
2. ROLL CALL

**Commissioners present:** Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

**Absent:** Commissioners Christine Garry and Bill Knapik.

**Staff Present:** Executive Director Terry Jennings, Attorney Sue Jantorni (via telephone), Accountant Lee Howard, Supt. of Park Planning & Development Sue Mayer, Supt. of Recreation Jodi Krause, and Recording Secretary Janet McKay.

 III. APPROVAL OF AGENDA

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve the agenda as posted. Voice vote, all in favor. MOTION CARRIED

 IV.MINUTES

## A. Finance Committee Meeting Minutes– January 21, 2019

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve the January 21, 2019 Finance Committee minutes as submitted.

Voice vote, all in favor. MOTION CARRIED

**B. Board Meeting Minutes – January 21, 2019**

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve the January 21, 2019 Board meeting minutes as submitted. Voice vote, all in favor.

MOTION CARRIED

V.CONSENT AGENDA (Attached)

MOTION was made by Commissioner Lundmark, seconded by Commissioner Stickney, to approve the consent agenda for February 18, 2019 as posted.

Upon roll call:

AYES: 3 Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

NAYS: 0

ABSENT: 2 Commissioners Christine Garry, Bill Knapik,

MOTION CARRIED

VI. PUBLIC COMMENT - None

VII. UNFINISHED BUSINESS

 **A. Director Review -** Deferred to Executive Session

**B. Concord Park Update:**

Director Jennings and Supt. Mayer provided an update on Concord Park. They met with Steve Conters and Village of Barrington staff members to review and discuss three park concepts. Staff and the board agreed that Option B was preferred including the placement of the playground. Further discussion will be deferred to Executive Session.

VIII. NEW BUSINESS

 **A. Approve 2019 Budget and Appropriation Draft** (reviewed in Finance Committee)

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve the Draft Budget and Appropriation ordinance as presented.

Upon roll call:

AYES: 3 Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

NAYS: 0

ABSENT: 2 Commissioners Christine Garry, Bill Knapik,

MOTION CARRIED

**B. FT 1.8 - Classification, Definitions, and Status of Employee Policy**

**C. FT 3.12 Victims Economic Security and Safety Act Policy (VESA)**

Supt. Mayer reviewed the memorandum from the Policy Review Committee dated today regarding modifications to the full-time personnel policy for consistency and to reflect updates already approved. The proposed changes will provide greater consistency between the part-time and full-time employee policies. They are also recommending adding VESA, the Victim’s Economic Security and Safety Act Policy, per the PDRMA model.

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve FT 1.8 - Classification, Definition, and Status of Employee Policy per the Policy Committee memorandum dated January 21, 2019.

Upon roll call:

AYES: 3 Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

NAYS: 0

ABSENT: 2 Commissioners Christine Garry, Bill Knapik,

MOTION CARRIED

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to approve VESA per the Policy Committee memorandum dated January 21, 2019.

Upon roll call:

AYES: 3 Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

NAYS: 0

ABSENT: 2 Commissioners Christine Garry, Bill Knapik,

MOTION CARRIED

**D. Flint Creek Restoration Project - Update**

Director Jennings provided an update on the two-year Flint Creek Restoration project, which will repair 3/4 of a mile of the creek bank. The costs will be shared by the Village of Barrington, School District 220, and the Barrington Park District. The Village of Barrington will oversee the project and administer the grant. The total projected costs for the restoration is $566,000 with $340,000 covered by a grant. The Barrington Park District’s share is $42,000, with the funds being held in the Capital Projects fund. There may be an intergovernmental agreement created to cover maintenance expenses.

IX. COMMISSIONER COMMITTEE REPORT

1. **Recreation Committee** - No report
2. **Long Range Planning Committee -** No report

 **C. Building & Grounds Committee** - Supt. Mayer provided an update on the utility building.

**D. Policy Committee** - Continue to meet to update Personnel Policy. The commissioner were reminded to use their park district email accounts for park district business.

X. DIRECTOR’S REPORT

Director Jennings said the auditing firm that conducts the park district audit, Knutte and Associates, has merged with Sikich, LLP. She alerted the board that they will be receiving a letter from her about the merger and upcoming changes and asked that they respond to the letter. She will now send the agenda and minutes to any commissioner that will need to miss meetings to improve communication. Accountant Howard was asked to give a presentation at a future date on reducing the park districts exposure to fraud. Supt. Mayer gave an update on the pool filter.

XI. CORRESPONDENCE - None

XII. EXECUTIVE SESSION

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to adjourn the Regular Board meeting and enter Executive Session at 8:07 p.m. to discuss Personnel and Real Estate/Land Acquisition. Voice vote, all in favor. MOTION CARRIED

XIII. ACTION DUE TO EXECUTIVE SESSION MATTERS

 The Regular Session reconvened at 8:33 p.m. with a quorum present. No action had been taken in Executive Session.

MOTION was made by Commissioner Lundmark, seconded by Commissioner Stickney, to approve a 3.18% salary increase for Executive Director Jennings.

Upon roll call:

AYES: 3 Commissioners Linda Hovde, Jim Lundmark, and Jon Stickney.

NAYS: 0

ABSENT: 2 Commissioners Christine Garry, Bill Knapik,

MOTION CARRIED

XIV. ADJOURNMENT

MOTION was made by Commissioner Stickney, seconded by Commissioner Lundmark, to adjourn the Regular Board meeting at 8:37 p.m.

Voice vote, all in favor. MOTION CARRIED

Respectfully submitted by Janet McKay

Approved: