

**NORTHFIELD PARK DISTRICT
REGULAR BOARD MEETING
MONDAY MARCH 28, 2016
NORTHFIELD COMMUNITY CENTER
RESIDENT CENTER
6:30 P.M.**

Commissioner O’Grady called the meeting to order at 6:30 p.m. and a roll call was taken.

Present: Commissioners –O’Grady, Bickford, Knight, Bramlage, Zaban

Also present staff members: Alexoff, Byron, Guillen,

Absent: Commissioners Zieziula, Treasurer Morrell

6:32 p.m. Commissioner Zieziula arrived

APPROVAL/ADDITIONS TO AGENDA

None

AUDIENCE COMMENTS

None

CORRESPONDENCE

President O’Grady and staff members Alexoff and Byron met with Northfield AYSO Soccer “Northfield” coaches regarding field availability during School District 29 construction.

6:33 p.m. Treasurer Morrell arrived

DIRECTOR’S REPORT

a. Commissioner Martin Head Resignation-Moving after taking a job.

i. Accept resignation

Commissioners accepted the resignation with a voice roll call

ii. Declare seat vacant - roll call

Commissioner Bickford made a motion to declare seat vacant.

Commissioner Knight seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: O’Grady, Bickford, Zaban, Knight, Zieziula, Bramlage

Voting Nay: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

MOTION PASSED

Commissioner Head’s term expires April of 2017.

The Park Board of Commissioners discussed the following options:

- contact caucus for potential members
- look at a past board member
- open it up and bring a new member
- leave the vacancy open

After discussion the board decided to fill the position with a past board member. The board recommended that the executive director work with president and vice president to make a recommendation and fill the position at the April 2017 meeting.

b. Community Center Renovation Project Renovation Update

i. Renovation Update

A lot has happened - roof is complete, heating units are up and running. The store front windows will be starting on Thursday. Prior to spring break we tried to get the lobby drywall done. It led to a lot of dust. The entire lobby floor is now complete. Construction to get the bathrooms done is underway. The entire tile is finished.

The majority of the first coat of painting has been completed.

ii. Community Center Certified Payment Request Approval # 4

Commissioner Zieziula made a motion to approve the Community Center Certified Payment #4 for February 2016 in the amount of \$268,333.00. Commissioner O'Grady seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: O'Grady, Bickford, Zaban, Knight, Zieziula, Bramlage

Voting Nay: Commissioners: None

Absent: Commissioners:

Abstain: Commissioners: None

Motion Passed

c. Community Center Intergovernmental Agreement Advisory Board

Director Alexoff stated that the next step is to have each agency appoint a board member, then those individuals will pick two community members to serve on the Community Center Advisory Board. The first meeting will be scheduled soon.

d. Informational items

Park / School Meeting

Commissioner Bickford and I met with the School District on March 9th. We had updated each other on our respective facility upgrades and discussed the District's desire to change the way we run our afterschool program.

After School Programming

Bill Byron has met twice with Dr. Green to discuss the District's desire to change its afterschool programming structure. The discussions have been productive.

Budgets

Staff has begun the budgeting process for the 2016/2017 Fiscal Year. As in past years the plan is to bring the budget to the Administrative and Finance Committee in late May or early June. That would allow the board to pass the budget in tentative form at the June board meeting.

CONSENT AGENDA

- a. Approval of Cash Expenditures for Month of February 2016 (copy for review will be available at the meeting).**
- b. Approval of Board Meeting Minutes 2/29/16**

Commissioner Bickford made a motion to approve the Consent Agenda. Commissioner O'Grady seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: O'Grady, Bickford, Zaban, Knight, Zieziula, Bramlage

Voting Nay: Commissioners: None

Absent: Commissioners:

Abstain: Commissioners: None

Motion Passed

AGENCY REPORTS

- Finance
 - YTD ahead of budget in taxes
 - Non tax operating income is slightly above budget
 - Expense is favorable to budget
 - Taking out capital and taxes, we are in line.

- Recreation, Park Grounds and Facilities
 - Spring sports start next week.
 - Spring clean up is happening
 - Next week normal drop off will happen in the parking lot to access the fields
 - One restroom will be ready next week and another the following week
 - Good camp registration; lots of online registration
 - Fitness memberships are going up; people are getting excited about it
 - Egg hunt was Saturday and the turnout was great
 - Booked a couple of weddings
 - Hired a communications and marketing manager - she has lots of ideas
 - Morning office hours have been split to different employees

ADJOURNMENT

Commissioner Knight made a motion to adjourn the meeting at 7:15 p.m.
Commissioner O'Grady seconded the motion. A roll call vote was taken.

Voting Aye: Commissioners: O'Grady, Bickford, Zaban, Knight, Zieziula, Bramlage

Voting Nay: Commissioners: None

Absent: Commissioners: None

Abstain: Commissioners: None

Motion Passed