

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONER  
April 11, 2016 COMMITTEE MEETING MINUTES  
Westchester Community Center  
10201 Bond Street, Westchester, IL 60154  
7:00 P.M.**

**1. CALL TO ORDER**

President Busa called the Westchester Park District Committee meeting to order at 7:00 P.M.

**2. ROLL CALL**

Present: Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh.

Also present: Executive Director; Gary Kasanders, Board Secretary; Lauralee Conway; Steve Adams; Attorney; Finance Director; Dave Brink and Ms. Robinette

Absent: Commissioner Christopher

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENTS – None**

President Busa was concerned on comments he heard that were made by one of the Board Commissioner's regarding the cell tower and expressed his concerns with the Board of Commissioners.

**5. REVIEW OF MINUTES**

President Busa asked if there were any changes, deletions or additions to the below minutes.

March 7, 2016, Committee Meeting

March 14, 2016, Committee Meeting

March 14, 2016, Board Meeting

March 14, 2016, Closed Session

**6. COMMITTEE REPORTS**

**FINANCE COMMITTEE**

- Expense vouchers for the month of March in the amount of \$ 232,709.01.  
President Busa asked if there were any question or comments, there were none.
  
- Financial Reports –  
Mr. Brinks reviewed the following financial reports with the Board of Commissioners:
  - \*April 11, 2016 Check Register and Voucher Summary
  - \*Total sum of all vouchers and payroll liability \$ 232,709.01.
  - \*Month of March 2016 - Revenues and Expenses by Fund - Additional 50 Fund has been added as the Special Project Fund (Dog Park).
  - \*Bank and Fund Summary for the month ending March 31, 2016.
  - \*Operating Statement FY to Date thru March 31, 2016
  
- Capital Improvements Statement - Mr. Brinks
  - \*Review of the Westchester Park District Bond Issue Capital Projects Account Statement, March 31, 2016.

**POLICY COMMITTEE - Commissioner Martin**

Commissioner Martin reported he has been reviewing the full-time and part-time policies. Commissioner Martin will be meeting with Ms. Robinette and Mr. Kasanders to discuss their recommendations.

**BUILDING & GROUNDS COMMITTEE**

- President Busa discussed the garage replacement and pricing options. President Busa also recommended a special meeting to discuss the Mayfair garage replacement. President Busa would like to hold the meeting within the next week or two.
- Commissioner Gordon discussed Ms. Robinette's staff report. At the conclusion of the pool promotion, the Park District has sold a total of 4,589 passes. Discussion was had on how to facilitate the number of passes that were sold if there is a high turnout of attendance on any given day.

**RECREATION COMMITTEE - Commissioner Gordon**

- Commissioner Gordon discussed the Staff Reports that were submitted to the Board of Commissioners. The Flashlight egg hunt was a huge success, the event was moved indoors because of the cold weather. Discussion was also had on the concessions staff report every month.

**MARKETING COMMITTEE – Commissioner Cavanaugh**

- None

7. **DIRECTOR'S REPORT - Mr. Kasanders**  
None

8. **PRESIDENT'S REPORT - President Busa**  
None

9. **NEW BUSINESS**  
Attorney Adams has created a plan of communication and has discussed this with the Commissioners involved.

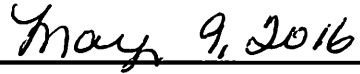
10. **OLD BUSINESS**  
● **School District Property Leases**  
The Gladstone lease will expire in 2018 and the primary lease will be expiring in 2019. The leases automatically renew every 10 years, unless the Park District gives a 1 year notice not to renew a lease. Commissioner Gordon asked the Commissioners to think about the leases and possible marketing ideas. President Busa reported the history of the leases and how they came about with the School Superintendent of the Nixon and Kennedy properties.

11. **MOTION TO ADJOURN THE COMMITTEE MEETING AT 8:12 P.M.**

Motion by: Commissioner Cavanaugh      2nd by: Commissioner Martin  
Ayes: Martin, Gordon, Cavanaugh, Busa  
Nays: None  
Absent: Christopher  
Motion Carried.

  
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President, Steven M. Busa

  
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Board Secretary, Lauralee Conway

  
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Date