

**WESTCHESTER PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
OCTOBER 10, 2016 7:00 P.M.  
WESTCHESTER COMMUNITY CENTER  
10201 Bond Street, Westchester, Cook County, Illinois**

- 1. Call to Order**  
President Busa called the meeting to order at 7:00 P.M.
- 2. Roll Call**  
Present: President Busa, Commissioner Martin, Commissioner Gordon, Commissioner Cavanaugh, Commissioner Christopher.  
Also Present: Executive Director; Gary Kasanders, Finance Director; Dave Brinks, Lianne Robinette and Board Secretary; Lauralee Conway
- 3. Pledge of Allegiance**
- 4. Correspondence to the Board**  
None
- 5. Public Comments**  
None
- 6. Review of the Committee, Board and Closed minutes held on September 12, 2016.**  
There were no questions, comments or changes.
- 7. Finance Committee**  
**Review of the expenses vouchers for the month of August, 2016 in the amount of \$ 218,331.21.**  
Mr. Brinks reviewed the following reports with the Board of Commissioners:
  - October 10, 2016 Check Register and Voucher Summary
  - Month of September 30, 2016 Revenues and Expenses by Fund
  - Operating Statement Report through September 30, 2016Commissioner Martin questioned the revenue allocation of the cell tower. Mr. Brinks will mark the inactive accounts in October, 2016. Mr. Brinks explained the cell tower income is booked into the (10) Corporate Fund.
- 8. Policy Committee - Customer Service Policy**  
Commissioner Martin reviewed the "Customer Service Communication Guidelines" packet with the Commissioners. The "Customer Service Communication Guidelines" will be place in the policy manual and the part-time and full- time employee Handbook. The Commissioners all agreed.
- 9. Building & Grounds Committee - Commissioner Christopher**  
None
- 10. Recreation Committee - Commissioner Gordon**  
Commissioner Gordon reported the fitness equipment is going well. Sunday, four adults commented the equipment was really great.
- 11. Marketing Committee - Commissioner Cavanaugh**  
None
- 12. Director's Report - Mr. Kasanders**  
Mr. Kasanders did not receive an email back from the Village of Westchester. The attorneys have been in contact with each other. A permit is in the works in order to run the gas line across the street.
- 13. Attorney's Report - Steve Adams**

President Busa reported Attorney Adams currently has a significant number of signed contracts. The next court date is scheduled for November 2, 2016. The Commissioners will be requested to approve the contracts at the next meeting in order to move forward.

**14. President's Report - President Busa**

President Busa scheduled a Special meeting for *October 18, 2016, at 8:00 P.M.*

**15. Old Business**

Commissioner Cavanaugh had questions on the different types of dog fencing available and the pricing of the fencing.

**16. New Business**

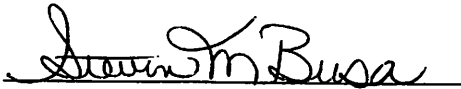
None

**17. Motion to adjourn the Committee meeting at 7:37 P.M.**

Motion by: Martin

Seconded by: Gordon

Roll Call Vote: All in favor, motion carried.

  
\_\_\_\_\_  
President, Steven Busa

  
\_\_\_\_\_  
Board Secretary, Lauralee Conway

11/14/16  
\_\_\_\_\_  
Date