

**WESTCHESTER PARK DISTRICT BOARD OF PARK COMMISSIONERS  
COMMITTEE MEETING MINUTES  
MARCH 9, 2015 7:00 pm  
Westchester Community Center  
10201 Bond Street, Westchester, IL 60154**

- I.** President Gordon called the meeting to order at 7:05 P.M.
- II.** Roll Call was taken by President Gordon.  
Present: Commissioner Casey, Commissioner Busa, Commissioner Christopher, Commissioner Luciano, Executive Director; Gary Kasanders, Assistant Director; Jim Burg, Board Secretary, Lauralee Conway and Attorney, Steve Adams.
- III.** Pledge of Allegiance
- IV.** Correspondence to the Board  
None
- V.** Public Comments  
None
- VI.** Agenda Items
- A. Staff Reports**  
Commissioner Luciano asked Ms. Robinette questioned the weight plates breaking at the fitness center. Ms. Robinette reported, the staff is currently researching the equipment.
- Commissioner Busa questioned the status of the suggestion box be re-implemented. Mr. Kasanders added a suggestion box on the Park District website. The Commissioners agreed to add a suggestion box at the Park District.
- Commissioner Busa directed Mr. Kasanders to add the fitness center personal trainer policies to the next board meeting agenda for discussion and review.
- President Gordon reported the ice rinks are open and the maintenance staff will continue to build ice as long as the weather stays cold.
- B. Finance Committee**
1. Commissioner Busa reviewed the expense vouchers for the month of February 2015 in the amount of \$ 172,746.13.
  2. Commissioner Busa reviewed the Amending Budget and Appropriation Ordinance for fiscal year 2014-2015.
  3. Commissioner Busa reviewed the monthly Financial Statements.
  4. Commissioner Busa reviewed the audit proposal from Selden Fox Ltd., and recommended the Board of Commissioners approve the proposal.
  5. Greg Miller presented the Annual Financial Report for the year ending April 30, 2014.

**VII. A. Building & Grounds**

1. Commissioner Luciano presented Arcons proposal for a Security Study and Assessment for Westchester Community Center, in order to evaluate the current status of the Park District's security measures. Attorney Adams is waiting for a contract from Arcon for review at the next Committee meeting.
2. Mr. Burg reported the gas line is currently not connected for the generator serving Mayfair Recreation Center; Mr. Burg is currently working with Com Ed.

**B. Policy Committee – Mr. Kasanders**

1. Presented a restructuring park district organizational chart for the Board of Commissioners to review, discussion followed. Commissioner Busa recommended implementing the organizational chart on May 1, 2015.
2. Requested the approval of Ordinance No. 2015-4, authorizing the disposal of Surplus Park district property. The Board reviewed the personal property items, discussion followed.

**VIII. Directors Report – Mr. Kasanders:**

1. Requested approval to purchases equipment to serve the groups using outdoor facilities. Discussion was had on uniform bases and supplies for fields. The Commissioners agreed to purchase equipment for the outdoor facilities not to exceed the amount of \$ 4,500.
2. Asked if the Commissioners were interested in attending the IAPD Legislative Reception & Conference on Wednesday, April 28, 2015 at the Crowne Plaza in Springfield, IL. The Board agreed to send Mr. Kasanders to the IAPD Conference.
3. Presented the 2015 Village Special Events Schedule.
4. Reviewed the Intergovernmental Agreement between Westchester Park District and Village of Westchester For Special Events. Attorney Adams is working on the review of the Agreement with Mr. Kasanders and will report to the Board of Commissioners at the April 2015.

**IX. Attorney's Report – Attorney, Steven Adams:**

1. Cell tower negotiation status – tables, moved to closed session.
2. Attorney Adams prepared a contract and is waiting for a response from Arcon.

**X. Presidents Gordon's Report:**

President Gordon thanked the Board and Mr. Kasanders for their patience, time and dedication in moving forward with the personnel evaluation process.

**XI. New Business:**

Commissioner Luciano requested Mr. Kasanders research prices on used vehicles for the Park District.

**XII. Commissioner Casey made motion to adjourn the Committee meeting of March 9, 2015, at 9:10 P.M. All in favor, Motion Carried.**

  
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President, Derek Gordon  
April 13, 2015

  
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Lauralee Conway, Board Secretary  
April 13, 2015