

Minutes of the June 4, 2020 Regular Board Meeting

THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS of the Park District of Forest Park, Cook County, Illinois was held Via Zoom.com, at 6:00 p.m. on June 4, 2020.

ROLL CALL: Commissioner Sansone chaired the meeting. Commissioners Doss, Entler, McDermott and Walsh answered present. (Remote) Also present (Remote) were Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Recreation Supervisor Rachell Entler, Facility and Athletic Manager Andrew Doss, Recreation Supervisor Danette Krajewski, Ryan Russ Interim Superintendent of Parks and Communication and Marketing Manager Adam Cumbee. Audience Members: Maria Maxim, Forest Park Review.

APPROVAL OF AGENDA: Motion was made by Commissioner Walsh, seconded by Commissioner Doss to approve the agenda. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh and Sansone; Nays: None.

Regular Board Meeting Minutes May 21, 2020

Motion was made by Commissioner McDermott, seconded by Commissioner Entler to approve the minutes of the May 21, 2020 Regular Board Meeting. Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Correspondence: Director Iovinelli emailed a correspondence from School District 90.

Public Comment: None

Maintenance Report

Interim Superintendent of Parks Ryan Russ review his submitted report.

Maintenance staff are currently working 7 days a week.

Two seasonal staff will return on Monday, June 8.

Commissioner Doss asked if we could get the weeds out of the Softball fields. Interim Superintendent of Parks Russ will turn the fields over in the next week.

Commissioner Entler asks how many people will we get? What is the difference between the softball fields and the back field of the Roos.

Recreation Report

Recreation Supervisor Krajewski discussed her submitted report. Day camp registration began.

Day camp training begins next week.

Commissioner Walsh how many have registered so far. Twenty children are registered. We can handle up to 56 campers.

Facility and Athletic Supervisor Doss reviewed his submitted report. Roos is ready to open when the phases allow. Andrew is also worked on programs offerings. Working with fitness instructors and feeling confident.

Commissioner McDermott mentioned North Riverside is offering outdoor fitness classes. Andrew's instructors are not comfortable teaching with CPR.

Recreation Supervisor Entler discussed her submitted report.

She assisted on the start of Day camp and resigtration. Continues to work on maintenance.

Communication and Marketing Manager

Communication and Marketing Manager Cumbee reviewed his submitted report. Completed the banner for the park facilities open and closed.

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Commissioner Sansone complemented the signage in the park.

Business Report

Business Manager Murphy reviewed his submitted report.

All additional costs with the COVID-19 are being itemized separately. Working on Financial information with MaxGalaxy. Direct Deposit test was run and was successful.

We began looking at the FEMA paperwork.

All staff received welcome back paperwork and signs and symptoms sheet they had to sign off on before returning to work.

Received the new phones today. Will be installing next week.

Director's Report

Director Iovinelli reviewed her submitted report. Met with full-time staff to discuss their duties and returning to work.

Further discussed the suspended DOCE grant.

Unfinished Business:

Admin Building North and West Wall Project

Matt LeMere from Garland Industries discussed the Admin building walls. He reviewed the submitted document, including work proposed and costs.

Commissioner McDermott asked if we need to reinstall the pavers. They recommend reinstalling the pavers.

Commissioner McDermott asked if the pavers were the problem. Russ answered where the roof and the wall meet.

Commissioner McDermott asked if there was a more user-friendly way the deck could be?

Commissioner McDermott asked if this is only exterior. What is the plan for the interior? We will do it in house.

Commissioner Doss asked about the time frame. The conservative time frame is 12 weeks.

Commissioner Walsh asked if Garland would competitively bid the sub-contractors. Garland will receive the bids and present them to us.

Commissioner Doss ask if this is going to open up a can of worms. It is an old building and we will be faced with concerns. We padded the scope of work prepared for things unforeseen.

New Business:

Audit Proposal

Business Manager discussed the proposal from Sikich about accounting services. We are looking to working with them to get us to a starting point.

We are also looking to work with them on our auditing services.

Commissioner Entler asked if we need an approval. This is an informational opportunity.

Commissioner Walsh asked this is the first audit that was qualified since he was on board.

Commissioner McDermott mentioned the previous auditors were not clear with the Board.

Commissioner Walsh asked if they come in and do accounting service and our audit do we have any concerns. Jeff informed the Board we discussed it and they will have a different group working on each area and they will not cross over.

Other Matters of Discussion

Director Iovinelli is working on information to help inform the Board to decide on the Tournament. It will be on the agenda at the next Board meeting.

Director Iovinelli mention the salsa class being offered on Facebook Live stream.

Andrew mentioned the tennis classes starting.

Public Comment: None

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Motion was made by Commissioner Doss, seconded by Commissioner Walsh to adjourn the meeting at 7:10 p.m.

Submitted by: _____ Secretary

Approved by: _____ Board of Commissioners

Approved by: _____ Board of Commissioners

Date: _____