

**Recreation Museum Committee Meeting Minutes**  
**Conference Room, 1215 Waukegan Road, Glenview Illinois**  
**Friday, November 11, 2011 – 8:30 am**

**1. Roll Call**

Chair Bob Patton called the meeting to order at 8:34 am and the roll was called.  
**Commissioners/Officials Staff and Guests Present:** Commissioners: Bob Patton, Angie Katsamakos, Charlie Kuhn, Bill Casey Dan Petersen. Staff, Charles Balling, Bob Quill, Jason Hickman, Denise Blinick, Todd Price, Lindsay Wieland, Joe Pollina,

**2. Annual Recommendations**

- A. Wagner Farm:** Staff presented the annual recommendations for the 2012-13 fiscal year. Proposed changes included increasing the fees for school based programs to better reflect similar programming at The Grove. Staff noted that the increase did not close the gap entirely but made progress in that direction. The recommendations also suggested that the current contract with Catered by Design be extended an additional year in order to allow staff to gain enough information and experience necessary to conduct a RFP process in 2013. Commissioners asked for a clarification of how the contract currently worked and then concurred with the staff recommendation.
- B. The Grove:** With the completion of the carriage house and pavilion project, staff made a recommendation for significant increases in the rental structure of Redfield Estate. Staff also presented comparative data from other, similar venues. The committee concurred with the staff recommendation for price increases related to Redfield rentals. The balance of other changes was characterized as housekeeping in nature.
- C. Park Facility Operations –** The main topic with regard to the park facility annual recommendations was how to administer larger rentals at Gallery Park. Staff reported that the past year of operations under district control had provided an opportunity to learn about how large events are absorbed in Gallery Park. Commissioners asked several questions regarding limits both in number of events as well as size of crowds. Staff reported that it would complete its investigation and bring a final recommendation to the committee meeting in December. The recommendations were tabled.
- D. Outdoor Sports Fields and Lighting –** Staff presented recommendations including a lowering of sports light fees for outside groups. Research has shown that newer fixtures and the change in how kw hours are calculated (no longer a demand fee) have caused operating costs to decrease significantly.
- E. Air Station Prairie –** No changes were recommended.

**F. Schram Memorial Chapel** – No major changes were recommended.  
Only a small increase in rental fees was suggested.

**3. Park Center Parking Study**

Staff reported on a study conducted to determine parking availability during peak times at Park Center. It was found that, while parking was not always convenient, there were at least 40 parking spaces open at all times. Staff proposed developing an informational piece to show guests where parking was available and the best place to park given the part of the building being accessed. The committee agreed and asked that a draft be brought to the December committee meeting.

**4. Senior Center Survey**

Staff reviewed a recent survey conducted with current Senior Center members to determine wants needs and how the transition of the past twelve months has gone since the retirement of the Center's long time Director. Staff shared a list of recommendations and goals derived from the survey. Implementation is ongoing.

**5. Summer Day Camp Analysis**

A report was presented outlining proposed changes to current camp programming for the 2012 season as well as in subsequent years. Changes in the coming year include expanding before and after camp opportunities and transportation options.

**6. Other Business**

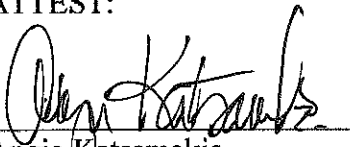
There was no other business discussed.

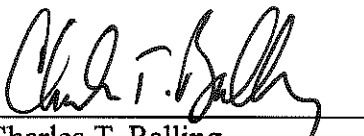
Commissioner Casey moved that all items be placed on the consent agenda. Motion seconded by Commissioner Katsamakis

**7. Adjourn**

Having no other business, Commissioner Casey moved to adjourn, seconded by Commissioner Kuhn. Aye voice vote was unanimous. Motion Carried.

ATTEST:

  
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Angie Katsamakis  
Board President

  
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Charles T. Balling  
Board Secretary

Approved this 22<sup>nd</sup> Day of December, 2011