

RECREATION/MUSEUM COMMITTEE MEETING

Administrative Offices
1930 Prairie Street
Glenview, IL 60025
Regular Meeting Minutes
November 5, 2012 at 1:00 pm

1. Roll Call

Chairman Kuhn called the meeting to order at 1:00 pm and the roll was called.

Commissioners/Official Staff present: Commissioners Katsamakos and Kuhn; Chuck Balling, Executive Director; Robert Quill, Superintendent of Leisure Services; Jason Hickman, Director of Recreation; Todd Price, Director of Wagner Farm; Steve Swanson, Director of The Grove; Cheryl Noll, Recording Secretary

Commissioners/Official Staff absent: None

2. Agenda Topics

A. Annual Recommendations

i) The Grove

Staff reviewed the changes in The Grove's annual recommendations, noting that the only changes for this year are in the dates. Regarding rental fees and school group fees, staff felt they were in a good position and it was not the right year to make any changes as schools are under pressure to afford field trips due to the economy.

Commissioner Kuhn noted several changes he would like to see implemented; where ever 'park district' was referenced, that it would say Glenview Park District; changing C in Appendix A to read Priority A and B; a change to the wording in Appendix B, item e, take out the comma and put a dash between pavilion and only; item j, worded the same as Wagner Farms restrictions; Appendix C, item c, change the wording from "reviewed each March" to annually.

Staff will research the rationale behind Appendix A, item C, 50% charge.

ii) Air Station Prairie

The only changes made by staff were the dates on this annual recommendation.

iii) Wagner Farm

No major changes except increasing the special event fees from \$3 to \$5. The operational cost and popularity of special events has grown since the original fee of \$3 was approved in 2002. All of the farm special events are high level and need to have consistent charges. (Other than the Diary Breakfast). The date of the Build Your Own Scarecrow event has been moved to a separate day from the Bonfire on the farm. The Northshore Bacon Fest will take place in April instead of winter due to weather and resources. Staff anticipates 20 chefs and 300+ to attend the first year event. When Park Center goes out for R.F.P. for the Lake View Room, it will be tied to the catering done at Wagner Farm, as the amount of catering done there yearly is minimal and does not warrant an R.F.P.

Staff researched the rental rates of like places in the area and found the proposed amounts were in line for room rentals.

Commissioner Kuhn noted several changes he would like to see implemented; bottom of page 2, item 3 needs to be clarified; page 5, item 21 has an extra indent.

iv) Schram Memorial Chapel

The only changes noted in this annual recommendation were dates and clarifications.

Commissioner Kuhn noted several changes he would like to see implemented; Page 1, item III, delete the rest of the sentence after Risk Management Agency; page 3, item I, add ‘and grounds’.

Staff agreed that next year they will look at fees for rentals for resident and non-residents in surrounding areas for comparisons to Park District rentals of regional events.

3. Matters from the Public

None

4. Committee Recommendation(s)

Staff is asking the committee to recommend accepting The Grove, Air Station Prairie, Wagner Farm and Schram Memorial Chapel Annual Recommendations at the board meeting for full board approval.

5. @ Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21), Litigation (c11), Land Acquisition/Lease (c5 & c6)

None

6. Action on items that were discussed in Executive Session, if any

None

7. Adjourn

Commissioner Kuhn moved seconded by Commissioner Katsamakakis to adjourn the Open Session at 2:30 pm. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 15th day of November, 2012.