

PARK & FACILITY SERVICES/ENVIRONMENTAL COMMITTEE

Glenview Park District - Park & Facility Services East

1100 Roosevelt Avenue, Glenview, IL 60025

Regular Meeting Minutes

Thursday, September 14, 2017 @ 8:30 a.m.

1. Roll Call

Chairperson Jen Roberts called the meeting to order at 8:30 am and the roll was called.

Commissioners present: Dave Tosh, Dan Peterson, Jen Roberts, Dave Dillon, Angie Katsamakos

Official Staff present: Executive Director Mike McCarty, Superintendent of Park & Facility Services Jim Warnstedt, Superintendent of Leisure Services Elsa Fischer, Superintendent of Special Facilities Lori Lovell, Marketing Manager Jena Johnson, Deputy Director Katie Skibbe, Recording Secretary Amy Wille

Guests: Barbara Heller of Heller & Heller Consulting, LLC

Late Arrivals, Early Departure: None

Commissioners/Official Staff absent: None

2. AGENDA TOPICS

a. Strategic Plan Workshop

Barbara Heller from Heller & Heller Consulting, LLC presented her review of the mission statement, vision statement, and guiding principles for the Glenview Park District. She also explained the goals of developing new statements that clearly define and encapsulate the District's identity.

Barbara Heller set up a workshop that split the committee and staff into two groups to discuss ideas for the mission and vision statements. For the first session, the groups looked at Glenview Park District's current mission "to provide quality recreational programs, facilities and open space." Several suggestions were made to enhance the statement to be more aspirational and to include the diversity of the District's facilities and programs.

For the second session, they discussed the District's current vision "to promote enriching and enjoyable recreation experiences that benefit individuals, families and the community as well as the natural environment." The committee concurred that the vision statement did not describe an ideal future of the district as Barbara directed for a better statement.

Executive Director Mike McCarty mentioned that his group discussed how the vision statement should set the District's culture and standards. The committee agreed to remove the entire vision statement as it is currently written in order to create a rewritten statement that reflects the essence of the organization's mission and values.

The next task that Barbara set up included the workshop on the District's Guiding Principles. She had all eleven principles written on a flip chart and asked all of the committee members and staff to choose their top five from the list. After everyone voted on their top five, Barbara pointed out the trends and the principles that had the most votes. She explained that the end goal would be to shorten and improve the list of Guiding Principles to create a more concise list that covers the various components of the District. Committee members discussed the various principles with suggestions to change the wording and/or change the definitions. In particular, Commissioner Dan Peterson mentioned that the principle of "accessibility" includes affordability in addition to ADA accessibility. Commissioner Jen Roberts advocated for the principle of "employer of choice" due to the amount of youth and part-time staff that rely on the park district for employment and how critical the district can be for career growth.

For the final part of the workshop, Barbara went over the development of strategic themes according to the four perspectives of the balanced scorecard approach to strategy. The strategy perspectives included customer, financial, internal business support, and learning and growth. Barbara gave details on strategic themes under each perspective and requested feedback from the committee. Committee members chose specific themes that they preferred and offered suggestions to enhance some of the themes as well.

3. Other

Superintendent of Park and Facility Services Jim Warnstedt handed out the current Glenview Park District Strategic Plan 2015 – 2018 that included the list of initiatives for reference as the new strategic plan is developed.

He also gave an update to the committee on the progress of the Comprehensive Master Plan with Hitchcock Design Group. He provided the committee with a refined memo and an updated draft action plan from Steve Konters that includes edits to the 10-year timeline as made by the committee in the August 17, 2017 meeting.

4. Matters from the Public

None

5. Adjourn

Commissioner Jen Roberts moved seconded by Commissioner Bill Casey to adjourn the Open Session at 9:33 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

Robert J. Patton
Board President

Michael D. McCarty
Board Secretary

Approved this 26th day of October 2017