

RECREATION, MUSEUM & SWIMMING POOLS
PARK & FACILITY SERVICES COMBINED COMMITTEE MEETING

Park Center
2400 Chestnut Avenue, Room 101
Glenview, Illinois 60026
Regular Meeting Minutes
November 19, 2014 at 8:00 a.m.

1. Roll Call

Chairman Dave Tosh called the meeting to order at 8:00 a.m. and the roll was called.

Commissioners/Official Staff present: Commissioners: Dave Tosh, Bill Casey, Bob Patton, Charlie Kuhn, Executive Director Chuck Balling, Superintendent of Park and Facility Services James Warnstedt, Superintendent of Leisure Services Robert Quill, Director of Interpretive Services Steve Swanson, Wagner Farm Director Todd Price, Director of Recreational Services Jason Hickman, Assistant Director of Recreation and Aquatic Operations Amy Watson, Manager of Program Services Joe Pollina, Customer Service and Rental Supervisor, Alison Reicher. Please refer to the attendance record for visitors.

Commissioners/Official Staff absent: None

2. Agenda Topics

a. Request for Recognized Organization Status

Staff received an application for Recognized Organization Status for a 12U baseball team that did not meet the requirements for this distinction as the group is a for profit league.

Commissioner Peterson arrived at 8:10 a.m.

Several members of the parent leadership were in the audience and expressed their desire for priority reservation of Glenview baseball fields. The committee reviewed the policy in effect with the parents and staff agreed to meet with the parent leadership team after they have discussed their options with Strike Zone.

The committee thanked the audience for coming and all but one, Jen Roberts, left the meeting at 8:56 a.m.

b. The Grove Annual Recommendations

Steve Swanson reviewed the changes on the Annual Recommendations for 2015. It contains calendar date changes and minor fee changes. A charge for professional photographers is now the industry standard and staff felt charging a nominal fee was the proper management of our resources. Minor changes in verbiage were recommended by the committee and will be implemented.

c. **Air Station Prairie Annual Recommendations**

Steve Swanson reviewed the changes on the Annual Recommendations for 2015. It contains calendar date changes and minor fee changes for scouting programs that allow for merit badges requirements.

Steve Swanson noted that several original Kennicott textile pieces were donated to the Grove from the Glenview History Center. He reviewed the proposed changes in construction to the archives building, including the new slate roof.

Steve Swanson left the meeting at 9:17 a.m.

d. **Wagner Farm Annual Recommendations**

Todd Price reviewed the Annual Recommendations for 2015. Standard date changes were addressed including have the Barn Yard Dance and the Bonfire on separate days next year. Minor changes in verbiage were recommended by the committee and will be implemented. The date for Bacon Fest is moved due to accounting fiscal year deadlines for invoicing.

Todd Price and Commissioner Casey left the meeting at 9:25 a.m.

e. **Schram Museum Annual Recommendations**

Alison Reicher reviewed the Annual Recommendations for 2015. The rental hours were changed to three hour slots to accommodate other rentals and to maximize the use. Staff is trying to be as efficient as possible but will be flexible if the time is available for a shorter or longer rental. Minor changes in verbiage were recommended by the committee and will be implemented.

f. **Sports Field Rentals and Outdoor Services Annual Recommendations**

Joe Pollina reviewed the Annual Recommendations for 2015. These will now be in effect from January 1, going forward. Calendar date changes and dead line changes were addressed. Minor changes in verbiage were recommended by the committee and will be implemented.

g. **Park Facility Operations Annual Recommendations**

James Warnstedt reviewed the Annual Recommendations for 2015. Staff recommends changing the rentals start time to 10 am because the front desk opens at 9am and they must get the key for the fieldhouse. Staff is looking into the possibility of a card swipe program to replace a key.

Commissioner Patton left the meeting at 10:00 a.m.

Commissioner Peterson would like staff to review the rental deposit policy to make it more streamlined for weekly rentals. Minor changes in verbiage were recommended by the committee and will be implemented.

Audience member Jen Roberts left the meeting at 10:06 a.m.

h. Staff Reports

Bob Quill noted that the parcel of land at 4111 Kennicott has gone off the market due to the title not being clean. The process could take up to 6 months and our attorney has flagged the property so when it comes back on the market we will be begin the process again.

Commissioner Peterson requested that all of the Board members be invited to every committee meeting via outlook appointments in the future.

3. Matters from the Public

None

4. Set meeting date for the December Committee Meeting

Staff will follow up with options at a later date.

5. @ Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq.

No Executive Session

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

None

7. Adjourn

Commissioner Kuhn moved seconded by Commissioner Tosh to adjourn the Open Session at 11:15 a.m.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Board Secretary

Approved this 18th day of December, 2014