

RECREATION & SWIMMING POOLS COMMITTEE

Glenview Park District Administration Building

1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes

Thursday October 11, 2018 @ 8:30 a.m.

1. Roll Call

Commissioner Dave Tosh called the meeting to order at 8:34 am and the roll was called.

Commissioners present: Dave Tosh, Bill Casey, Dan Peterson (via phone)

Official Staff present: Executive Director Mike McCarty, Superintendent of Leisure Services Todd Price, Director of Recreation Amy Watson, Assistant Director of Recreation Joe Pollina, Manager of Programs Jill Bruns, Recording Secretary Amy Wille

Guests: None

Late Arrivals, Early Departures: None

Commissioners/Official Staff absent: Commissioner Angie Katsamakias

2. AGENDA TOPICS

a. Discussion of Outdoor Pools 2018 Season Wrap-up

Director of Recreation Amy Watson provided the committee with a review of the 2018 Outdoor Pools Season.

Director Watson shared that the summer was safe and ended on a positive note with overall pool visits up 6,983 from 2017. This past summer, the aquatics team received 5-Star ratings on all three of our Starguard Elite reviews, which is the highest rating one can receive. The year-to-date financials show both Flick and Roosevelt up compared to last year. A real bright spot is the increase in concession sales versus 2017. Staff closely evaluated and strategically improved items in the concession operations. Throughout the year, staff analyzed food cost percentages, sales and trends to identify areas where the district could strategically improve.

Director Watson noted that staff were offered incentives for meeting department requirements and improvements were made to improve the overall morale and communication between all aquatics full and part time staff. The district hired 131 lifeguards in 2018, compared to 114 in 2017 which provided the opportunity to be more accommodating to staff scheduling. Executive Director Mike McCarty commended Amy Watson and Maggie Cunningham on creating a positive impact on culture and atmosphere.

Director Watson noted that staff will continue to monitor the budget monthly and look for ways to be more fiscally responsible. This includes but is not limited to increasing marketing and offering meal plans to outside groups to increase rental, group, and concessions revenue and increase concessions promotions. As staffing the pools become

more challenging, full time staff will continue exploring more incentives and look for opportunities for improvements to retain and attract quality part time staff.

The committee discussed attendance, swim testing for campers and concessions operations. Commissioner Bill Casey expressed concern about the possibility of District 225 shifting the school start date to August, which could affect seasonal Park District staffing at the pools. Commissioner Dave Tosh commended the pool staff on a job well done during the 2018 season.

b. Discussion of Summer Camp 2018 Wrap-up

Assistant Director of Recreation Joe Pollina provided the committee with a review of Summer Camps 2018.

Assistant Director Pollina stated that the 2018 summer campers had a good time in a safe environment. Just before the end of the season, staff emailed surveys to 1,269 participants and received 203 responses, which is a 15% response rate. We learned through the parent survey that people are satisfied and most plan to participate again in 2019.

Assistant Director Pollina noted that the most successful changes to the 2018 camp season was the elimination of vacation rebates and sibling discounts, which were replaced by an early bird discount and the downsizing of maximum participants in Camp Wilderness from 50 to 30.

The committee discussed potential changes for the 2019 camp season and the late policy for camper pick up. Commissioner Dave Tosh expressed concern about the lenient policy regarding nut allergies and feels that stricter guidelines should be followed. Commissioner Tosh made a motion to change the nut allergy policy to enforce stricter guidelines, seconded by Commissioner Casey.

c. Revision of Youth Sports Policy 7.31

Assistant Director Pollina reviewed the revisions of the Elementary and Middle School Age Team Youth Sports Policy 7.31.

Assistant Director Pollina noted that this policy was created to help the District articulate a youth sports philosophy and to serve as framework for staff in creating team and league structures. The recommended policy revisions are minor and are not divergent to existing philosophy so a citizen advisory group has not been assembled or consulted. The changes to the policy conjoin into four basic areas: how youth teams are assembled, awards/uniforms, allowing for the potential creation of GPD competitive teams and applying current District guidelines regarding transgender participation. Commissioner Dan Peterson requested clarification in the policy about who has discretionary responsibility regarding team formation within the Park District.

Staff will further discuss the recommended revisions to the Elementary and Middle School Age Team Youth Sports Policy 7.31 and return to the committee for approval at a future meeting.

d. Consideration of Transportation Bid

Staff requested acceptance of the low bid from First Student Bus Company for the District's transportation needs in 2019.

Assistant Director Pollina explained that the District provides bussing for summer camp programs to and from the pools and on variety of field trips. Three companies submitted bids for the 2019 season.

The low bid in the amount of \$69,248.15 from First Student will be included in the FY 2019-2020 operational budgets for all of the District's camp programs.

The committee endorsed the staff recommendation to accept the low bid from First Student of Naperville, IL in the amount of \$69,248.15 and move to the full board for approval at the October 25, 2018 board meeting, under the consent agenda.

e. Consideration of Apparel Bid

Staff requested acceptance of the low bid from Sharp Sports in the amount of \$42,916.73 for District apparel.

Manager of Programs Jill Bruns explained that the District goes out to bid for staff and participant apparel, annually. Staff put the bid out at this time of year so that accurate pricing can be included in operational budgets. Apparel items for participants and staff will be included in the operational budgets for FY 2019-2020.

The committee endorsed the staff recommendation to accept the apparel bid from Sharp Sports of Shorewood, IL in the amount of \$42,916.73 and move to the full board for approval at the October 25, 2018 board meeting, under the consent agenda.

f. Nomination of Glenview 4th of July Committee member

Staff requested consideration of Frank Sclavenitis for membership in the Glenview 4th of July Committee.

Frank Sclavenitis is a Glenview resident who not only has a business in town but has a long history of civic involvement. This nomination is being brought forward by Glenview 4th of July Committee Chair, Craig Solomon

The committee endorsed the staff recommendation to accept Frank Sclavenitis's nomination to the Glenview 4th of July Committee and move to the full board for approval at the October 25, 2018 board meeting.

3. Other Business

None

4. Matters from the Public

None

5. Adjourn

Commissioner Dave Tosh moved seconded by Commissioner Bill Casey to adjourn the Open Session at 9:53 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

David M. Dillon
Board President

Michael D. McCarty
Board Secretary

Approved this 15th day of November 2018