ST. CHARLES PARK DISTRICT BOARD MEETING

Baker Community Center
January 11, 2022 – 6:30 P.M.
MINUTES

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Baker Community Center on January 11, 2022. At 6:30 p.m., President Jim Cooke called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present: Bob Carne, Brian Charles, Jim Cooke, Karrsten Goettel, Peggy McCarthy and Steve Ward (arrived at 6:37 p.m.)

Commissioners present via Zoom: Bob Thomson

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks and Planning, Deputy Director Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance & Administration Cathy Camm, Information Technology Manager Jeff Essig, Public Relations & Marketing Manager Erika Young, Golf Course Manager & PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

Other staff present: Golf Course Superintendent Denise Gillett-Parchert and Golf Course Assistant Manager Bill Ogiego

Approval of Remote Attendance by a Commissioner

Mr. Carne moved and Ms. McCarthy seconded that Commissioner Bob Thomson be permitted to attend the Board meeting remotely via Zoom. A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy and Cooke. Nay: none. The motion carried.

Consent Agenda

Mr. Charles moved and Mr. Goettel seconded that the St. Charles Park District Board approve the Consent Agenda items, including the following:

- Approval of Minutes from Regular Meeting on December 14, 2021
- Approval of Bills as of November 30, 2021

Accounts	Amounts
Corporate Fund	$ 240,855.28
Recreation Fund	$ 53,443.70
Liability Insurance	$ 436.80
Special Recreation	$ 4,898.89
Revenue Facilities	$ 24,183.33
Norris Rec Center	$ 6,646.35

Sportsplex	$ 9,458.30
Capital	$ 48,094.75
TOTAL	$ 388,017.40

- Approval of Cash and Investment Report as of November 30, 2021
- Approval of Revenue Expense Reports as of November 30, 2021

A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Public Appearances

none

Administration and Finance

Pottawatomie Golf Course Annual Report

Golf Course Manager & Golf Pro Ron Skubisz, Golf Course Superintendent Denise Gillett-Parchert, and Golf Course Assistant Manager Bill Ogiego presented the annual report for the Pottawatomie Golf Course. Mr. Skubisz presented data that highlighted the fantastic year the golf course had in 2021. Golf course usage is at levels comparable to the height of the golfing boom in 2005.

Mr. Ogiego reviewed programs and tournaments that took place in 2021. The Adult 50+ tournament in May as well as the women's and men's leagues are continuing to do well and attracting avid players. The annual men's tournament has not seen the participation needed over the past several years to justify taking time away from loyal players; thus, staff has decided to discontinue hosting this event. The high school tryouts from St. Charles East, STC North and Rosary have gone well and also has attracted teens to purchase junior passes. Lastly, Mr. Ogiego shared that the staff had reviewed alternatives to Golf Now as a means for patrons to book tee times and found that Golf Now has the most advantages for the District and its golfers.

Ms. Gillett-Parchert highlighted the successes of the golf course maintenance staff in 2021. Dry weather allowed for ideal conditions for enhancements to the course. She also explained how the labor shortage this year forced her to think outside of the box on how to schedule needed maintenance to the course and how to proceed in the future.

Mr. Charles suggested that perhaps more equipment would help with labor shortage. Mr. Carne offered ideas of an internship and passes to part-time workers to play. He also suggested a country club pass as well as workouts at Norris Recreation Center and putting lessons in the winter. Ms. McCarthy added that she would like to see more of a selection of golf apparel for women and apparel that includes the name of the golf course. She praised the golf course staff and volunteers

for their consistent professionalism and passion that contribute to a very nice experience for golfers. The Commissioners thanked the staff for the presentation.

Ron Skubisz, Bill Ogiego and Denise Gillett-Parchert left the meeting at 7:07 p.m.

Personnel Practices & Board Policy Updates

Staff presented updates to the following Personnel Practices and Board Policies: 4.1 Equal Opportunity Regulations; 5.04 Policy Prohibiting Harassment; 5.05 Drug and Alcohol Policy; and 5.32 Victims' Economic Security and Safety Act; Board Policies: 3210 Inclusion Policy; 3240 Policy Prohibiting Harassment and Discrimination; and 3250 Whistleblower Protections.

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board approve updates to Personnel Practices: 4.1 Equal Opportunity Regulations; 5.04 Policy Prohibiting Harassment; 5.05 Drug and Alcohol Policy; 5.32 Victims' Economic Security and Safety Act; as well as updates to Board Policies: 3210 Inclusion Policy; 3240 Policy Prohibiting Harassment and Discrimination; and 3250 Whistleblower Protections. A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Thomson, Ward and Cooke. Nay: none. The motion carried.

Renewal of Membership in the Illinois Association of Park Districts

Ms. Cabel requested that the Board approve the Park District's annual membership in the Illinois Association of Park Districts (IAPD) for a fee of $6,944.17.

Ms. McCarthy moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the District's membership in the IAPD for $6,944.17 for one year. A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Thomson, Ward and Cooke. Nay: none. The motion carried.

Recreation

No business

Parks, Planning, and Facilities

Requests for Use of Facilities

Ms. Rudow asked for Board approval for the request from Fox Valley Park District to use Mt. St. Mary Park for the purpose of hosting its annual canoe and kayak race on Sunday, June 5, 2022.

Mr. Charles moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the request by Fox Valley Park District to use Mt. St. Mary Park for the purpose of hosting its annual canoe and kayak race on Sunday, June 5, 2022. A voice vote was taken and the motion carried unanimously.

Correspondence

None

Director's Report

Ms. Cabel shared the Illinois Department of Labor adoption of OSHA ETS for Mandatory vaccination, Vaccinate-or-Test Requirements and its impact on the District as well as timeline. Additionally, she shared that Supreme Court is still hearing arguments on the Federal ETS which will impact any IDOL adoption of OSHA ETS.

Ms. Cabel asked the Commissioners for their thoughts on location for future Board meetings. Commissioners agreed to continue to use Pottawatomie Community Center as its main location for meetings moving forward. Board meetings will return to PCC January 25th. Commissioners shared their compliments on the recent improvements to the BCC lower-level space.

Ms. Cabel shared a draft of a proposed plaque in recognition of Carol Swanson Glemza. Commissioners offered a few suggestions for minor edits.

Ms. Cabel shared progress on the lease renewal with IDJJ and hopes it will be presented to the Board next month.

Lastly, Ms. Cabel shared that many of the staff will be attending the upcoming IAPD/IPRA conference at the end of January.

Commissioner Comments

Bob Carne: Mr. Carne praised the staff at Haines and Sportsplex for opening the facilities for walkers to use. He has received feedback that staff are polite and patrons appreciate being able to walk indoors. He reiterated the importance of people getting regular exercise, especially now during the pandemic.

Brian Charles: Mr. Charles said it was nice to see everyone after the long break and was thankful for the chance to meet in the new rooms at Baker Community Center for the Board meeting.

Jim Cooke: Mr. Cooke wished everyone a Happy New Year.

Karsten Goettel: Mr. Goettel reiterated that it was nice to see everyone!

Peggy McCarthy: Ms. McCarthy wished everyone a Happy New Year and Mr. Cooke a Happy Birthday.

Bob Thomson: Mr. Thomson wished everyone a belated Merry Christmas and Happy New Year since he was unable to attend the meeting right before the holidays.

Steve Ward: Mr. Ward echoed the other Board members' sentiments.

Executive Session

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board temporarily adjourn to a closed session, for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120/2(c)(1): the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; (2) the setting of a price for sale or lease of property owned by the public body; and (3) for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on

a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Thomson, Ward and Cooke. Nay: none. The motion carried. At 7:20 p.m. the Board temporarily adjourned to proceed to the Executive Session.

Erika Young left the meeting at 7:20 p.m.

The Board returned to Open Session at 8:27 p.m. Mr. Cooke recused himself from the Executive Session at 8:16 p.m. due to a conflict of interest and did not return to Open Session.

Adjournment of Meeting

There being no further business, Mr. Charles moved and Mr. Ward seconded to adjourn the meeting. A voice vote was taken and unanimous aye votes were cast. The motion carried and Vice President Goettel adjourned the meeting at 8:27 p.m.

Secretary

Date Approved: January 25, 2022