

**Burr Ridge Park District
Regular Meeting
September 9, 2019**

REGULAR MEETING

The regular meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:30 pm by President Quigley.

Present:	Caplis, Malloy, Quigley
Absent:	Fara, Lawrence
Also present:	Jim Pacanowski, Director Superintendent of Finance, Jamie Janusz

Approve September 9, 2019 Agenda

No changes were made to the Agenda

July 8, 2019 Regular Meeting Minutes

The July 8, 2019 Regular Meeting Minutes were tabled until the next regular meeting.

August 12, 2019 Regular Meeting Minutes

The August 12, 2019 Regular Meeting Minutes were tabled until the next regular meeting.

August 12, 2019 Executive Session Minutes

The August 12, 2019 Executive Session Minutes were tabled until the next regular meeting.

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks and Recreation

In addition to the written report, Pacanowski notified the Board that he contacted the Property Manager from Chestnut Hills to touch base and clarify any areas of confusion. No response has been received to date.

Pacanowski notified the Board that some items on the special projects list have been completed and the remainder should be completed before winter.

Caplis asked if the skunk was removed at Woods Pool.
Pacanowski responded that it has not been captured yet but its home will shortly be eliminated

Caplis asked if the chairs at Woods Pool have been placed in storage yet.
Pacanowski stated that he will follow up with Dave Nowak.

Superintendent of Finance

In addition to the written report Janusz stated that the Pedal the Parks was a success even though there was rain during the event. There was a record number of pre-registrations of 70 people, who arrived for the event in rain gear. Online registration using Paypal made the registration process easy and user friendly. The event was slated to be a record attendance number, however, due to the rain there was no same day registration.

Quigley stated that the Concerts in the Park are getting extremely large with 5,000 to 6,000 in attendance.

Janusz responded that there is not enough space with that many in attendance and is also a concern for safety, especially if only 1 police officer is on site. The police department does assign 2 officers to the event, however, if there is a call and an officer is needed, the event security is down to one officer. To date there have not been many or serious incidents. Janusz is in the process of having discussions with the Village and Property Management in order to increase security and to discuss accommodation of large crowds.

Pacanowski added that security may not be within our risk responsibility but may become a public liability for the park district to be associated with the event if an incident occurs due to inadequate security.

Caplis added that streets should be blocked off from vehicle entrance as well.

Recreation Division

In addition to the written report, Pacanowski reported that attendance for the extended week for the Woods Pool season was low. Weather was not very cooperative for high attendance.

UNFINISHED BUSINESS

No Unfinished Business.

NEW BUSINESS

Discuss Sam's Club and Costco Memberships

Pacanowski informed the Board that Campbell reported that staff has preferences for products for the socials and activities at each of the clubs which are not carried in both. Janusz added that both stores look the same, however, the products carried vary greatly between the two stores.

Caplis asked if the purchases are tax free and if it is purchased with a membership card. Janusz responded that they are.

There was some discussion on the percentage of rebates at each of the clubs and how the rebates work for each club.

Caplis asked if there are memberships held to two stores for reasons of quality or convenience.

Pacanowski stated that it is not for convenience. Employees go to the stores from the Burr Ridge Community Center.

Caplis asked for verification of a check approval for \$500, but the bill is for \$460 for club membership at Sam's Club?

Janusz replied that the difference may be for the membership for Justin Slade who is no longer with the park district.

Caplis asked if we are Plus Members at Sam's Club as they will deliver the products for free, in addition to giving a discount on prices if you are a Plus Member.

Pacanowski responded that it would be best for Campbell to respond to specific questions on Club Membership.

Caplis asked, and it was unanimously agreed to table Sam's Club and Costco Memberships until the next meeting.

APPROVAL OF BILLS

Caplis asked for verification of an open invoice for Loyola for an ad for \$800.

Janusz responded that it is for a half page ad and some of this will go to Willowbrook.

Caplis asked for verification of a bill for \$2900 for Pleasantdale.

Janusz responded that this for ADA staff.

Caplis asked for verification of mileage reimbursement for \$269.12.

Pacanowski stated that the individual is listed on the previous page of the report and in this case it was for mileage for Lavonne Campbell.

Quigley stated that the electric bill looks as though it is getting high again. In comparison his office which is 9,000 square feet is approximately 1/3 of the cost for electric than the Burr Ridge Community Center.

Pacanowski responded that the park district has high ceilings, is 15,000 square feet, is open much longer hours, and in the summer the doors are open constantly with all the activities, programs, and camps running.

Janusz added that in addition there are rentals running almost every Saturday and Sunday until at least 9 pm.

Quigley asked who we buy our electric through.

Janusz responded Commonwealth Edison, but will be looking at comparisons in the near future. Gas is purchased through Constellation.

Malloy moved, seconded by Caplis and approved by roll call vote to Approve September bills.

Ayes: Caplis, Malloy, Quigley Nays: None Abstain: None

ADJOURNMENT

Malloy moved, seconded by Caplis and unanimously approved to adjourn the regular meeting at 6:52 pm.

Respectfully submitted,

Sherry Stednitz Recording
Secretary