

**Burr Ridge Park District
Regular Meeting
February 10, 2020**

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

Approve February 10, 2020 Agenda

No changes were made to the Agenda.

January 13, 2020 Regular Meeting Minutes

Fara moved, seconded by Malloy and approved to roll call vote to approve the January 13, 2020 Regular Meeting Minutes.

Ayes: Fara, Malloy, Quigley Nays: None Abstain: Lawrence

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks & Recreation

In addition to the written report Pacanowski notified the Board that the ice rink may open on Saturday.

Pacanowski provided the Board some samples to look at of the Busy Fence that is being created for Harvester Park.

Superintendent of Finance

Nothing further added to the written report.

Fara verified that there is no Andy's report/bill.

Pacanowski responded that there was not enough activity to write up a report/invoice for this month.

Quigley verified that there is a new CPA firm.

Janusz responded that there is a new CPA firm and the layout is therefore slightly different.

Quigley asked for the cost comparison of the firms.

Janusz responded that the new firm honored the price quoted from the previous firm.

There will be an increase in the future, however, it will be minimal, approximately \$500.

Fara stated that there were deficiencies noted under recommendations from the CPA firm.

Janusz responded that the recommendations are to have an additional staff member double check the internal work. Unfortunately, there is not enough staff available to comply with the recommendation to have the work checked.

Fara asked if there was data to support the move for the Concerts on the Green from Friday to Thursday night.

Janusz responded that the Edwards Management Company feels that it will be a kickoff to the weekend for the Village Center and will also bring in additional traffic on Thursday. It is also believed that it will open up the restaurants for more traffic on Friday because there will be more parking available and restaurants and the area will not be so crowded.

Campbell added that it was hoped to bring the attendance for the concerts down somewhat as attendance is getting too large.

Recreation Division

Nothing further added to the written report.

UNFINISHED BUSINESS

Discuss Burr Ridge Willowbrook Little League 2020 Registration Numbers

Pacanowski informed the Board that there are currently 40 registered for Little League. That is not a great number, however, there may be enough for a full team to get placed somewhere. There is a meeting tonight and more details will be given after that meeting.

NEW BUSINESS

Review Summer 2019 Program Budget/Actual Report

Pacanowski provided a report summarizing the Summer 2019 Program Budget/Actual Report. The facility was extremely busy last summer with some smaller camps visiting

the park 10-15 times over the summer. Junior Athletes Camp and Athletes Camp, as well as Girls in the Game have shown growth. Cooking classes generated \$3,000 over the summer. Day camp was strong with a very busy summer as well, generating \$60,000 in revenue. Contractor programs showed a slight drop off. Fallball and Flag Football numbers will be reported next year, however, these programs both showed growth. Campbell added that Tree House and Mini Camp Harvester both showed growth.

Fara stated that Soccer Shots actual revenue was half of projected numbers. Pacanowski responded that the net income was down less than \$100 from last year. Campbell stated that the budgeted amount is 20 percent of the minimum number of registrants for the classes. Pacanowski added that some of the registration for Soccer Shots is also taken through Soccer Shots.

Lawrence asked what determines a core program. Pacanowski stated that it is a loose definition of large proportions. It will basically come down to key financial indicators. It also helps to identify primary dollar sources. Lawrence stated that core programs went down in 2019. Pacanowski responded that core programs went down by \$1,300.

Discuss 2020 Woods Pool Operating Schedule

In addition to the written report, Pacanowski reiterated that the area schools get out in May, however, the weather will not be conducive to opening until June. School goes back by August 20, 21st, but the pool will remain open for another weekend and close the 23rd of August.

Approve 2020 IRS Mileage Reimbursement

The standard reimbursement per mile went down 1/2 cent.

Malloy moved to Approve the 2020 IRS Mileage Reimbursement, seconded by Fara and approved by roll call vote.

Ayes: Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

Review FY 2020/2021 Budget Schedule

Pacanowski provided a schedule for the FY 2020/2021 Budget Schedule for review by the Board.

APPROVAL OF BILLS

Lawrence asked for verification of mileage reimbursement for Vicki Manteck for \$203.00.

Campbell responded that this is for mileage from August to current for day camp, preschool, and before and after school care.

Quigley asked for verification that there were rewards of \$5,000 from credit card usage. Pacanowski stated that this is accurate and the programs that incurred the most purchases and therefore incurred the rewards, will get the benefit of using the reward money for that program area. The usage is mainly for senior programs and building supplies.

Fara moved, seconded by Malloy and approved by roll call vote to Approve February bills.

Ayes: Fara, Lawrence, Malloy, Quigley Nays: None Abstain: None

ADJOURNMENT

Malloy moved, seconded by Lawrence and unanimously approved to adjourn the Regular Meeting at 7:02 pm.

Respectfully submitted,

Sherry Stednitz Recording
Secretary