

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
DECEMBER 17, 2024
6:00 P.M.**

ATTENDANCE AT MEETING

Board Members Present: Vice President Ezra Jaffe
Commissioner Antonia Kasalo-Terihaj
Commissioner Courtney Williams

Remote Attendance President Aberman
Commissioner Elsa Fischer

Others Present: Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Parks, Planning & Facilities Corrie Guynn
Superintendent of Recreation Breanne Labus
Assistant Superintendent of Recreation Mary Amato
Marketing and Communications Director Jim Bottorff
IT System and Support Manager Amanda Catania
IT Assistant Dylan Kehoe
Aquatics and Special Facility Manager Scott Runkle
Devonshire Aquatics Facility Manager Claudia Bidstrup
Executive Administrative Assistant Ann Perez

CALL TO ORDER

Vice President Jaffe called the regular meeting of the Board of Park Commissioners to order at 6:00 p.m. Vice President Jaffe called for the recitation of the Pledge of Allegiance.

Vice President Jaffe asked President Aberman and Commissioner Fischer to confirm that their audio was working properly acknowledging that they could hear all board members. Vice President Jaffe asked all board members if they could hear President Aberman and Commissioner Fischer, and all responded yes.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA APPROVAL

President Aberman moved to approve the Consent Agenda. Commissioner Williams seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of the minutes of the Regular Board Meeting of November 19, bills payable for the month of November/December 2024, Treasurer's Report, and Staff Reports.

SIX MONTH FINANCIAL REPORT

Treasurer Schmidt highlighted the six-month financial report and asked for any comments or questions.

Vice President Jaffe had questions about Pooch Park, Scream Scene, and pickleball. There was discussion and Treasurer Schmidt answered all his questions.

Vice President Jaffe asked for more detail on the capital accounts. Mr. Schmidt will include the information in the Treasurer's Report at the January board meeting.

No motion required, informational only.

2024 POOL REPORT AND 2025 POOL FEES APPROVAL

Ms. Tuft introduced Scott Runkle, Aquatics and Special Facility Manager and Claudia Bidstrup, Devonshire Aquatics Facility Manager.

Mr. Runkle presented the 2024 Pool Report including a recap of Devonshire Aquatics Center, Skokie Water Playground, concessions, staffing, programming, survey results, 2025 operation season, and the 2025 pool fee recommendations.

Commissioner Williams and Vice President Jaffe questioned why Devonshire Aquatics Center is not open as long as Skokie Water Playground. Mr. Runkle explained that staffing shortages occur at the end of the season, due to staff returning to school, which prevents opening both pools safely. President Aberman had questions regarding the tot swim age, punch passes, and the water filling station. Mr. Runkle addressed each question.

Mr. Guynn thanked Mr. Runkle and Ms. Bidstrup for the phenomenal job they do managing the pools and said they work well together.

Commissioner Williams moved to approve the 2025 pool hours and fees as proposed. President Aberman seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

APPROVAL OF THE ONÖNDOWA'GA PLAYGROUND EQUIPMENT PURCHASE

Mr. Guynn requested approval of the Onöndowa'ga Park playground equipment purchase. Mr. Guynn explained that at the public hearing in October those in attendance preferred not to replace the shelter and to use those savings to purchase additional playground equipment. There is sufficient tree coverage to keep the area shaded and residents liked the idea of additional equipment. The playground equipment is from BCI Burke and will be purchased through Sourcewell, a joint purchase program.

Mr. Guynn said most of the project funding is through a DCEO grant.

Commissioner Williams said the playground equipment looked great and asked if any of the equipment was accessible. Mr. Guynn said there was and pointed out the features.

Commissioner Fischer moved to approve the bid from BCI Burke for the playground equipment at Onöndowa'ga Park for a total of \$97,706.40. Commissioner Williams seconded the motion. On a roll call vote, all Commissioner voted aye. Motion carried.

APPROVAL OF THE MAIN-NILES ASSOCIATION OF SPECIAL RECREATION ARTICLES OF AGREEMENT

Ms. Tuft said Maine-Niles Special Recreation Association (M-NASR) has been updating their policies and procedures. The articles of agreement with the member districts have been updated and need to be re-approved. The attorney reviewed the agreement and there were no concerns.

Commissioner Kasalo-Terihaj moved to approve the Articles of Agreement with the Maine-Niles Association of Special Recreation. Commissioner Fischer seconded the motion. On a roll call vote all Commissioner voted aye. Motion carried.

REVIEW STATUS OF 2024-2025 DISTRICT GOALS

Goals are developed every year and are reviewed mid-year and at the end of the year. Ms. Tuft feels staff are making excellent progress as almost all of the goals are completed or underway.

Vice President Jaffe had a question about delaying the staff evaluations update to FY 2025-26 and Ms. Tuft explained the update was pushed back one year so that all job descriptions can first be reviewed. The evaluations are tied to the job descriptions.

Vice President Jaffe asked staff to add improving timeliness of bank reconciliations to the goals list. Mr. Schmidt will add them.

Vice President Jaffe had a question about hiring an IT Director and Ms. Tuft said that goal is on hold as we continue to work with the IT consultant; it is working well.

Vice President Jaffe asked about the Pooch Park memorial feature and Ms. Tuft is working on it.

Commissioner Williams is impressed with the continued progress of the goals.

No motion required, for informational purposes only.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners is Tuesday, January 21, 2025, at 6:00 p.m. There will be a presentation from School District 73.5 and an Executive Session to evaluate the Executive Director. President Aberman sent the evaluation forms to the Commissioners.

Vice President Jaffe asked to reschedule the February board meeting. The meeting was rescheduled to Tuesday, February 25, 2025, at 6:00 p.m.

COMMISSIONER'S COMMENTS

President Aberman asked the board and staff to take a moment of silence to remember former Commissioner Mike Reid who passed away on his birthday.

DIRECTORS COMMENTS

Ms. Tuft informed the board that she sent them a copy of the Village of Skokie community survey that is completed every three years. The Park District received good scores.

Ms. Tuft attended the Village of Skokie board meeting last night where the Park District was exempted from the Cook County Paid Leave Ordinance.

Michelle shared that she received a letter from Dick and Pat Witry from the Skokie Historical Society. They complimented Emily England and Stephanie Guthrie at the Skokie Heritage Museum. They bring genuine museum experience as well as innovative program ideas for the Skokie community.

OLD BUSINESS

Public Hearings for three playground renovations at Lee Wright, Lauth, and Terminal Parks were scheduled. Lauth is Tuesday, January 28 at 6 p.m. and Lee-Wright at 6:45 p.m. The Terminal Park public hearing is Thursday, February 6 at 6 p.m.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION


Commissioner Williams moved to enter into Executive Session pursuant to Section 2(c)(11) of the Open Meetings Act to discuss pending litigation. Commissioner Kasalo-Terihaj seconded the motion. On a roll call vote all Commissioners voted aye. Motion carried. The regular meeting adjourned at 7:28 p.m.

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

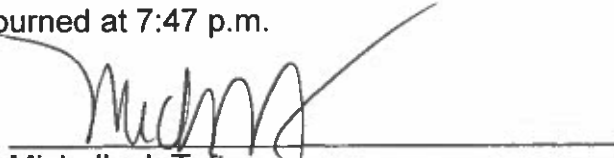
The regular meeting reconvened at 7:47 p.m. No action was taken.

ADJOURNMENT

Commissioner Kasalo-Terihaj moved to adjourn the regular meeting. Commissioner Williams seconded the motion. On a roll call vote all Commissioner voted aye. Motion carried. The regular meeting adjourned at 7:47 p.m.



Susan Aberman
President



Michelle J. Tuft
Secretary

January 21, 2025