CALL TO ORDER
President VanderVeen called the meeting to order at 7:03 p.m. This meeting was held at the Peck Farm Park Orientation Barn.

ROLL CALL
President VanderVeen called for the roll. Vice President Peggy Condon, Commissioner John Frankenthal, Commissioner Pat Lenski, Commissioner Moffat and President Susan VanderVeen answered present.

Staff members present were Director Sheavoun Lambillotte, Administrative Assistant Amy McConnell, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, Director of Marketing/Public Relations Traci Wicks and Recreation Supervisor Kelly Rathke.

Guests: Ms. Shodeen & Ms. Shodeen Harmon
Press: None

HEARING OF GUESTS
Director Lambillotte formally thanked the Shodeen Family and President VanderVeen read the “Resolution of Recognition & Appreciation to The Shodeen Family” for their donation of the Mill Creek Pool to the Geneva Park District. Ms. Shodeen Harmon and Ms. Shodeen thanked the board for their recognition.

READING OF MINUTES
Commissioner Frankenthal made a motion to approve the Regular Scheduled Meeting Minutes of July 21, 2014 as presented. Commissioner Moffat seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS
Vice President Condon made a motion to approve the claims and accounts as presented. Commissioner Lenski seconded. All ayes. Motion carried.

TREASURER’S REPORT AND SUPERINTENDENT OF FINANCE REPORT
Superintendent of Finance & Personnel Christy Powell reviewed the July financial reports. Four new CDs were purchased this past month and in order to get the best yields we went out 12-24 months taking our future cash needs in mind. In regards to the revenue and expenditures financial report we are 25% of the way through the year and we are on target. We just completed the audit and the auditors will be at the September board meeting in order to present their report. Commissioner Moffat made a motion to approve the Treasurer’s Report and Superintendent of Finance Report as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA
Commissioner Lenski made a motion to approve the agenda as presented. Vice President Condon seconded. All ayes. Motion carried.

CORRESPONDENCE
A former resident of Geneva and student of Peg Boehm’s wrote a letter to Ms. Boehm thanking her for her instruction and encouragement while the resident attended classes through the Park District’s programming. An ASLA newsletter recognizing the work done at Peck Farm Park Miller-Thompson property restoration and Hawks Hollow was presented. The press clippings were also presented.
OLD BUSINESS
PECK FARM PAVER BRICK PROJECT
The project will go out to bid tomorrow, August 19 and will close on September 5, 2014. There are two separate bid packages, one for the construction and excavation and the other for the actual brick paver work. The results will be brought to the board in September.

COMMUNICATIONS
Staff met with Williams Architects to finalize the pool updates and that will go out to bid this fall. The project is expected to be complete by May 2015.

The customer service training series starts at the end of August and will continue throughout the remainder of the year through summer registration next May.

The board training is scheduled for October 20, 2014. Board members will be receiving questionnaires ahead of time that will need to be filled out prior to the training so that it may be more tailored to the board’s specific needs.

Staff is in the process of reviewing a proposal from Leisure Vision for the Community Survey. The board will be asked to be involved as we put the tool together.

Annual maintenance of both fitness centers is ongoing this month and we are transitioning from summer programming into the fall.

The public meetings and meeting with the landscape architect have been scheduled for the 2015 playground replacements for Terney, Weaver and Wheeler parks.

Work continues in preparation for this year’s Autumn Fair.

FUTURE MEETINGS
GPD Foundation Autumn Fair Meeting August 25 7:00 p.m.
GPD Foundation Regular Meeting September 9 7:00 p.m.

STAFF REPORTS
SUPERINTENDENT OF PARKS AND PROPERTIES
Supt. of Parks & Properties Larry Gabriel reviewed his report. Part-time and seasonal staff members are dwindling with them headed back to school. There has been a bee & hornet problem at some of the baseball fields and an exterminator was called to handle the issue. Football, lacrosse, soccer and baseball will all be starting up soon. We borrowed a roller from St. Charles and have rolled the fields at the lewis road property as well as the outfield at Don Forni. This year’s park renovations are doing well and at this point staff is just keeping an eye on the turf grass. Mr. Gabriel will be planting several trees this fall. The storm water remediation work is done at the greenhouse and a short grass prairie will be put in at Wheeler Park. Mr. Gabriel recommends that we do not fix or update the low voltage in ground lights at River Park. The lighting that is there is sufficient.

SUPERINTENDENT OF RECREATION
Supt. of Recreation Nicole Vickers reviewed her report. The fall brochure has gone out and resident registration was last week. Non-resident registration is tomorrow. SPRC was closed last week for repairs and deep cleaning and Sunset is closed this week for the same. Camps have ended and Ms. Rathke is gearing up for Kids’ Zone. The numbers are higher this year than last even with the loss of KinderZone. Mill Creek Pool is closing August 24 and Sunset will close Labor Day. Sunset usage and revenue is comparable to last July. SPRC revenue is comparable as well, but there was a decrease in usage. The deficit for Kids Korral has shrunk down to $200. The total membership year to date and projections for EFTs have increased for both facilities. Usage was down this year at Sunset Pool due to the weather, but financially we are on track. Mill Creek Pool has been a great addition and numbers have surpassed what we had projected. Mini-golf has exceeded budget projections and is having a great season. Working with groupon has been positive for mini-golf and we will do that again next year.
Manager of Peck Farm Park Trish Burns reviewed her report. The Peck house front porch is almost done and is ready to be opened. Items are going to be removed from the rooms in preparation for the work to be done on the exhibits. We have had a record month of visitation to the Butterfly House at 11,295. Donations have increased as well and some of that will be allocated for a few minor repairs in Hawks Hollow. Registration numbers are up for programs at Peck.

NEW BUSINESS

BEFORE & AFTER SCHOOL PROGRAM REPORT
Recreation Supervisor Kelly Rathke was present to review the Before & After School program report. Ms. Rathke gave an overview of the program. The year ended with 347 participants. The District had an overall net profit of 28%. Two of the larger expenses besides the salaries are the contracted bus transportation and the school rental fee. This coming year the bus fee will greatly decrease. We will be using our own bus for bussing a small number of students to Western from Williamsburg in order to get them all into the program. This year’s evaluations had a lot of positive feedback and we are looking to add more enrichment programs. Anti-bullying awareness is again a focus for staff. Due to the school district adding a full day kindergarten program we have cut our KinderZone program. Becky Densmore is the Park District’s new Recreation Coordinator and she’s doing great. There have been some challenges in this area with staffing over the past year. Vice President Condon made a motion to approve the 2013-2014 Kids’ Zone Board Report and the 2014-2015 recommendations as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

AUDIT TRANSFER – RESOLUTION #2014-9
Supt. of Finance & Personnel Christy Powell stated that at the end of each fiscal year, the District transfers a portion of any surplus remaining for the year from the General and Recreation Fund to the Capital Fund in the form of an Audit transfer. She reviewed the breakdown of the $750,000 transfer showing different projects to which funds will be allocated and how the remaining funds will be going into the individual fund’s respective fund balance. Commissioner Moffat made a motion to approve the Audit Transfer Resolution #2014-9 authorizing transfer of unexpended funds. Commissioner Frankenthal seconded. A roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye and VanderVeen-aye. All ayes. Motion carried.

FUND BALANCE POLICY
Based on the comment in the management letter in our last audit we are recommending changing the threshold to better reflect what our procedures are. Commissioner Frankenthal made a motion to approve the recommended fund balance target for special funds of 15% to 30% of annually budgeted expenditures as presented. Vice President Condon seconded. All ayes. Motion carried.

EXECUTIVE SESSION
None

ADJOURN
Commissioner Moffat made a motion to adjourn the meeting at 8:20 p.m. Commissioner Frankenthal seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell