



**OFFICIAL MINUTES  
BOARD OF PARK COMMISSIONERS  
JANUARY 20, 2011**

The Oswegoland Park District Board of Park Commissioners met on the above date at South Point, 810 Preston Dr., Oswego, Illinois.

**Convening the Meeting**

President Bob Mattingly called the meeting to order at 5:32 p.m. Following the Pledge of Allegiance the Secretary called the roll. Commissioners Ebersole, Krase and Satlak were physically present. Commissioner Slover was absent.

Staff in attendance included: Bill McAdam, Rich Zielke, Peggy Krahn, Nancy Woods, Margaret Gienger, Laura Finch, Linda Wilson, Kristie Vest, Ginny Bateman, Mike Fee, Grant Casleton and Brad Doyle.

Resident Todd Berry was in attendance.

Lyle Rolfe, reporter for the Ledger-Sentinel and Steven Jack, reporter from the Oswego Patch, were also in attendance.

**Announcements and Changes to the Agenda**

Regarding Action Item #2, the bid for printing catalogs, the Summer and Fall 2010 should be changed to 2011.

**Communications**

**Consent Agenda**

President Mattingly listed items on the Consent Agenda, as follows:

- Approval of minutes of the special open session of December 9, 2010
- Approval of minutes of the regular meeting of December 16, 2010.
- Acceptance of the Treasurer's report as of December 31, 2010
- Approval of Payables for the period of December 18 – January 22, 2010  
in the amount of \$259,289.03

Commissioner Krase questioned two financial line items. Finance Director Nancy Woods explained the reason for the accounts and how they were used for budgeting purposes.

Commissioner Krase made a motion to accept the Consent Agenda. The motion was seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, and Satlak
	Nays	0
	Abstain	0
	Absent	Commissioner Slover

**Board Business**

President Mattingly wished everyone a Happy Year and commended Mike Fee and his Operations crew for all of the outside work that still gets done regardless of the weather.

### **Commissioners Comments**

Commissioner Satlak suggested a Reward Program for frequent users of park district programs. McAdam suggested letting Marketing and Recreation discuss it and come up with ideas to present to the Board.

### **Staff and Committee Reports**

#### **Executive Director –**

McAdam announced he is letting staff wear Bears attire on Friday before the Bears/Packers game. He reported the full time staff and key part timers will be having an all day meeting on Wednesday, February 2, 2011. We're calling it "Everything You Need To Know" and the Board is invited to attend. The meeting will be held at the Oswego Fire Station #1 on Wooley Road. McAdam stated he has been reviewing the new IPBC insurance numbers and they look really good. He would like the Board to appoint a Commissioner to work with the Management Team on how we will approach the new ADA Guidelines that we need to follow in order to receive the Distinguished Agency Accreditation. Every OPD facility and park will need work. President Mattingly appointed Commissioner Slover to work with Management Team.

#### **Deputy Director –**

Zielke reported that he is working on IT issues, upgrading OPD's phone system and a disaster recovery plan for data, with Sterling Corp. He and Claressa Cummings are working on a grand re-opening for Pearce's when the kitchen is complete. A Finance Committee Meeting needs to take place prior to the February 24<sup>th</sup> board meeting.

#### **Finance Director –**

Woods stated she is busy closing out the fiscal year-end. The preliminary audit and inventory went well at Fox Bend. The auditors will be back on site February 28<sup>th</sup> for about a week. Woods is working with Gary Vaccaro to find new financial software.

#### **Verbal Staff –**

#### **Fox Bend –**

Doyle thanked Mike Fee and his staff for the work they have done in helping with the new kitchen floor at Fox Bend. The date for reopening is uncertain at this time, hopefully early February. Chad and Grant have been involved in a plan to improve the frontage area of Fox Bend. New signage is being discussed and changing the name of the restaurant to Pearce's Bar and Grill for marketing purposes. Kyle Rich will be attending the PGA show next week.

#### **FVSRA –**

McAdam reported the next meeting is February 24, 2011.

#### **Foundation –**

Margaret Gienger reported that in the recent election of Foundation officers, the same people were re-elected to office. The Foundation will be doing a rain barrel project for PrairieFest this year as a fund raiser.

**Action Items**

Commissioner Krase made a motion to approve Resolution 110120-1 for the historical land-marking of the Little White School Museum. The motion was seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, and Satlak
	Nays	0
	Abstain	0
	Absent	Commissioner Slover

Commissioner Ebersole made a motion to award Mignone Communications the contract for printing the park district catalogs of Summer 2011, Fall 2011, and Winter/Spring 2012, in the amount of \$28,490. The motion was seconded by Commissioner Satlak.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, and Satlak
	Nays	0
	Abstain	0
	Absent	Commissioner Slover

Commissioner Ebersole made a motion to approve Resolution 110120-2 for participation in the State of Illinois Federal Surplus Property Program. The motion was seconded by Commissioner Krase.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, and Satlak
	Nays	0
	Abstain	0
	Absent	Commissioner Slover

**Unfinished Business**

**New Business**

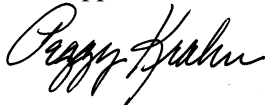
Margaret Gienger, Superintendant of Marketing and Laura Finch, Marketing Manager gave a presentation on the marketing strategies used to brand the Oswegoland Park District name in the community.

**Adjournment to Executive Session**

The meeting adjourned to Executive Session at 6:32 p.m. following a motion by Commissioner Krase and seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, and Satlak
	Nays	0
	Abstain	0
	Absent	Commissioner Slover

Approved:



Peggy Krahn  
Board Secretary  
February 24, 2011