

MINUTES
DEKALB PARK DISTRICT
BOARD OF COMMISSIONERS
Friday, June 24, 2016
Sports & Recreation Center
1765 S. 4th Street, DeKalb, IL
7:00 p.m.

Special Meeting

I. Meeting Called To Order, Roll Call, Pledge of Allegiance

President Young called the meeting to order at 7:00 p.m.

Board members present: President Phil Young, Commissioner Dean Holliday, Commissioner Dag Grada, and Commissioner Keith Nyquist.

Board members absent: Commissioner Bryant Irving

Staff Members present: Amy Doll, Executive Director, Nancy McCaul, Interim Superintendent of Finance, Scott deOliveira, Marketing & Communications Supervisor, Mat Emken, Superintendent of Parks and Development, Autumn Kelly, Accounting Systems Manager, and Jane Holdridge, Food and Clubhouse Manager.

II. Action on the Agenda

Commissioner Nyquist made a motion to approve the agenda, seconded by Commissioner Grada. Motion carried by voice vote.

III. Public Comments

None.

IV. Executive Session

Commissioner Nyquist made a motion to go into closed session to consider the following subjects under the Open Meetings Act, Section 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Commissioner Holliday seconded the motion.

Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None.(4-0-0)

Meeting closed to the public at 7:01 pm.

V. Reconvene Public Meeting

The meeting re-opened to the public at 7:21 pm.

VI. Action on Human Resource Manager Job Description

Commissioner Nyquist made a motion to approve the change of the job description of the Accounting Systems Manager to Human Resource and Payroll Manager. Commissioner Grada seconded the motion.

Ms. Doll advised the board that with the change in the job description of the Superintendent of Finance position that there are personnel functions that need to be done by a staff member. Upon evaluation of the staff positions in the finance department it makes the most sense for the individual doing the payroll function to take on the additional personnel functions for the District.

Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. (4-0-0)

VII. Action on Accounting and Customer Service Coordinator Job Description

Commissioner Nyquist made a motion to approve the change of the job description of the Finance Administrator to Accounting and Customer Service Coordinator. Commissioner Holliday seconded the motion.

Ms. Doll told the board that this change took responsibility from the Accounting Systems Manager and moved them to this position. Ms. Doll addressed a question from President Young regarding additional part time staff needed by reporting that the District would use the existing budgeted funds to bring in a part time employee from 11 am to 2 pm each day to assist with the functions of the finance and administration division. The office space will also be re-aligned to make the office more secure by locking the door and having the public use the window to conduct business rather than walking into the office.

Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. (4-0-0)

VIII. Action on Discounts for Military Veterans for Pool and Golf

Commissioner Grada made a motion to approve the Veteran/Military Discounts for Golf and Pool. Commissioner Holliday seconded the motion.

Ms. Doll told the board that these were the discounts that were discussed at the study session at the previous meeting. Commissioner Holliday asked if the District really should be charging non-resident rates to veterans. President Young reminded the commissioners that while he was not opposed to not charging veterans the non-resident rates there could be concerns from taxpayers that non-residents who had not paid taxes to the District would be receiving benefits. Commissioner Holliday suggested that the veterans have served their country and that they should receive resident rates and the veterans discount. Commissioner Nyquist stated that facing the choice of stirring the ire of the taxpayers or those that have served our country he would rather face the ire of the taxpayer.

Commissioner Grada made a motion to amend the motion to approve the veterans discount rates and that non-resident veterans would receive the resident veteran rate. Commissioner Nyquist seconded this motion.

Motion to amend the motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. (4-0-0)

Commissioner Grada made a motion to approve the amended Veteran and Military discounts for pool and golf. Commissioner Holliday seconded this motion.

Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. (4-0-0)

President Young thanked Commissioner Holliday for bringing the topic of the non-resident rates to the board and for his service to the country.

IX. Action on Request from Corn Classic Race Committee for Serving Alcohol on District Property

Commissioner Nyquist made a motion to approve the Corn Classic Race Committee use of Sports and Rec Center parking lot and west field for a post-race celebration to include service of beer through Fatty's Catering Group. Commissioner Holliday seconded the motion.

Mr. deOliveira stated that the District had been approached by the committee with the request. The Corn Classic has been in existence for 35 years and that a post-race reception is becoming more common in events such as these. The race starts and ends at Huntley Middle School, adjacent to the Sports and Rec Center. The beer has been donated by Laugunitas Brewing Company and will be served by Fatty's catering group. Fatty's will secure all necessary permits and insurance.

Commissioner Young asked how the alcohol will be distributed. Mr. deOliveira reported that one drink ticket will be given to each racer over age 21. He also responded to a question from Commissioner Holliday regarding the trash, noting that the committee would take care of all trash clean-up. President Young asked if there was a history of doing events like this, and Mr. deOliveira reported that this would be the first such event. President Young asked about the timing. Ms. Kelly reported that the race starts at 8:30 am and that the event will be wrapped up by 11:30 am. He also asked about soccer on the Kiwanis fields that day. Staff reported that the athletics staff would work with AYSO to schedule all the games on the south end of the park. Commissioner Grada suggested that the District should develop a protocol for such events on District property. deOliveira reported that this event would be a test case.

Motion carried by roll call vote. Aye: Grada, Holliday, Nyquist, Young. Nay: None. (4-0-0)

X. Adjourn Public Meeting

Commissioner Holliday made a motion to adjourn the meeting, seconded by Commissioner Grada. Motion carried by voice vote.

Meeting adjourned at 7:45 pm.