

**COMMITTEE OF THE WHOLE MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, OCTOBER 1, 2013**

**I. Call to Order**

**A. Roll Call**

Commissioner Curtis called the Committee of the Whole Meeting of the Prospect Heights Park District to order at 6:32 p.m.

Commissioners present:  
Terry Curtis  
Art Gollberg  
Karl Jackson  
Tim Jones  
Bob Loranger

Also Present:  
Kathy Nowicki – Executive Director  
Dave Figgins – Superintendent of Recreation (arrived at 6:36 p.m.)  
Annette Curtis – Business Manager (arrived at 6:48 p.m.)  
Edlyn Castil – Administrative Assistant/Recording Secretary

Commissioners absent:  
Lisa Gould  
Mark Malouf

A quorum was present.

**II. Pledge of Allegiance**

The Pledge of Allegiance was led by Terry Curtis.

**III. Corrections / Additions / Approval of Agenda**

A motion was made by Commissioner Loranger and seconded by Commissioner Gollberg to approve the agenda as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioners Gould and Malouf). The motion carried.

**IV. Introduction of Guests/Citizens**

There were none.

**V. Announcements (Meetings)**

<b>A. Regular Board Meeting</b>	<b>10/15/13</b>	<b>7:00 PM</b>	<b>GMRC</b>
<b>B. Committee of the Whole Meeting – Parks Tour</b>	<b>10/25/13</b>	<b>2:30 PM</b>	<b>GMRC</b>
<b>C. Committee of the Whole Meeting</b>	<b>11/05/13</b>	<b>6:30 PM</b>	<b>GMRC</b>

**VI. Correspondence**

Executive Director Kathy Nowicki mentioned that the Park District received a letter from Lisa Madigan related to an accessibility complaint. The Park District is working with John McGovern, who completed the Park District's Accessibility Audit. The Park District will be responding to the letter within the allotted response time.

**VII. Public Comment**

There were none.

**VIII. Unfinished / Ongoing Business**

There was none.

**IX. New Business****A. 2014 Budget – Capital Expenditures**

Fund 518, 523, Paving/Lighting Fund and the Special Recreation Fund were reviewed. Business Manager Annette Curtis discussed the Rollover Bond.

**B. Board Policy Manual**

Commissioner Curtis reported she did not receive any additions/corrections to the proposed Board Policy Manual. Commissioners will continue to review the manual and contact Commissioner Curtis prior to the next meeting should they have any questions, comments, additions and/or corrections. Commissioner Gollberg offered to assist Commissioner Curtis with the Policy and Procedure Committee.

There was discussion about what opportunities are available to understand the role of a Park Board Commissioner better. Department Heads and the new Commissioners plan to arrange a meeting time to meet and review their department. IAPD offers a Boot Camp for newly appointed/elected Park Board Commissioners.

Commissioner Curtis informed the Board that future meeting agendas and board packets will be distributed electronically. Commissioners requesting copy of Board packet may access packet from GMRC mailbox on Friday prior to scheduled meeting. Board Committees and committee assignments will be discussed at a future meeting.

**C. Staff Facilities Development Process**

Executive Director Kathy Nowicki informed the Board that Staff is looking into the facilities the Park District current has and the usage of the facilities. Lions Park – Gary Morava Recreation Center and Old Orchard Country Club (OCC) were identified. Kathy will report on the process in her Operational updates. There was discussion about whether there would be a need to go out for a referendum. Commissioner Jones commented about the need for OCC facility to be addressed.

**X. Adjournment**

With no further business to discuss a motion was made by Commissioner Jackson and seconded by Commissioner Loranger to adjourn the Committee of the Whole Meeting at 7:43 p.m. The motion was unanimously approved by a voice with two absent (Commissioners Gould and Malouf). The motion carried. The meeting was adjourned.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary:   
M. Malouf, Prospect Heights Park District Secretary