

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MARCH 13, 2019**

CALL TO ORDER – At 6:00 PM Jayne Weaver called to order the Lincoln Park District Board of Commissioners’ monthly business meeting.

ROLL CALL – Commissioners attending were Jayne Weaver, Don Peasley, Laura Duffer, Gary Nodine and Dave Perring. None were absent. Attending from the Park District were John Andrews, Vern Haseley, Abby Neece, Angie Coombs and Jennifer Prather.

MINUTES OF MEETING – Minutes of the February 13, 2019 meeting were presented to the board for review. Jayne asked if there were any questions, comments or suggested changes. Don Peasley motioned to approve the minutes as presented, which was seconded by Laura Duffer, and approved after a unanimous, roll-call vote.

RECOGNITION OF VISITORS:

-Dominique Hobbs, of Lincoln.

Mr. Hobbs began by explaining that, after an incident in October of 2018, he had been banned from the Park District facility. His purpose was to address the incident, discuss it with the Board, and request that the ban be reconsidered. Mr. Hobbs both admitted to some issues in the past, and a few incidents with staff regarding admittance fees, but explained that he has always promoted the Park District as a great place to play basketball. Jayne inquired if he would consider purchasing a family membership to avoid any further issue regarding admittance fees. Mr. Hobbs explained that the infrequent attendance of his family did not justify the annual fee. In conclusion, Mr. Hobbs requested that the Board reconsider his status, and thanked them for their time. Jayne thanked Mr. Hobbs for submitting his appeal in person and assured him that the situation would be discussed by the Board, and he would know the Board’s decision shortly thereafter. Mr. Hobbs left the meeting at 6:25 pm.

ACCOUNTS PAYABLE – The operating expenses were submitted for approval in the following funds:

GENERAL	-	\$	6,482.58
RECREATION	-	\$	2,907.37
CAPITAL IMP.	-	\$	2,089.21
INS. LIABILITY	-	\$	3,831.00

Jayne asked if there were any questions or comments before asking for a motion to approve the Accounts Payable as listed. Dave Perring made the motion to approve Accounts Payable, which was seconded by Laura Duffer. The motion passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of February 28, 2019.

RECREATION	-	\$	-11,028.65
GENERAL	-	\$	79,159.94
CAPITAL	-	\$	488,992.16
AUDIT	-	\$	3,821.57
LIABILITY	-	\$	46,737.60
2014 DEBT CERT & INT.	-	\$	35,308.97

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FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Class attendance was down a little bit in February, most likely due to weather, but we still had 978 attendees.
- We started water aerobics at Lincoln College's pool, which is held twice a week for 4 weeks.
- Spring Into Action has started, which brought in 9 non-members.
- Couples Yoga and Massage Class has 3 couples registered.
- We are taking registrations for a Weights 101 Class, which is currently half full.
- Our Senior group had a luncheon in the Craft Room, which was well attended.
- I have begun planning the 5K and have sent out letters to previous and possible sponsors.
- I have an instructor's meeting scheduled for the end of March, where I will present new loyalty agreements, which lists a revamped list of employee benefits. Instructors can choose between 2 options: Working only for LPD will earn them a few more benefits than if they choose to also work at another facility. They will be asked to renew the contract each year. Jayne inquired about changes made to the policy regarding reimbursement for certifications. Jennifer explained that they are to speak to her, as the Fitness Manager, first so that possible reimbursements can be discussed before they pay for the certification. Approval may be granted/denied based on the need (i.e. how many other instructors have the same certification). Gary asked why some instructors are not currently on the schedule, which Jennifer explained that a few are off on medical leave and one has moved. Laura inquired if a minimal number of classes taught should be another factor for reimbursements. Jennifer agreed that it would be something to consider adding to next year's agreement.
- Group fitness classes will be free the first week of April (1st -5th).
- I need to speak to John later about a few pieces of equipment that need to be purchased.

DIRECTOR'S REPORT – JOHN ANDREWS

- The Capital Improvement Funds invested in a CD have rolled over, I had them just leave the interest this time. The CDs are for another 13-week period.
- I received an email from ALMH requesting a meeting, but I have not yet had a response from my own reply.

OPERATIONS REPORT – VERN HASELEY

- The new ground roller is getting painted. Don inquired about the cost of building the roller, which Vern estimated \$3,500. Jayne asked how much a brand new one cost, which Vern estimated to be \$9,000.
- Mike Meister, Jr, of Entec, walked through the facility today to go over any problems. Jayne asked if we were still holding some money until the project is completed. John verified that the final payment was being withheld upon completion.
- The roof project has started, and it is still in the early stages.
- Jayne inquired about the pool status. Vern stated that he would pull 2 pumps for inspection next month. Gary asked if all pumps had been changed last year, but Vern stated the slide pump is the only one that was not. Gary queried if the pumps have a recommended maintenance schedule. Vern stated that there is no schedule, that typically, pumps run until they die. Gary then asked if the Pool Manager worked 40 hours each week, and John verified that she has appointed Head Guards to manage when she is unable to be there.

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PROGRAM REPORT – ABBY NEECE

- Music Lessons end next week, for which we had twice as many participants as the first session last fall. I plan on offering them again next fall.
- CoEd Volleyball's tournament starts next week. This year, we have 6 teams, which is the most we have had for the past 4 years.
- Pickle Ball's Evening League is full. Gary asked if anyone was turned away. Abby stated that the few that wanted to sign up after it was full were happy to be listed as substitutes. Gary asked if there was an over abundance of participants. Abby verified that there was not, however, those that participated in the previous, morning league are not part of the evening league.
- Joyful Painting will be having their Easter painting on the 19th at 5:30.
- The Easter Egg Hunt is scheduled for the Saturday before Easter, with sponsors including: Generations, Memorial Health Staff and D.A.R.E.
- Open Gym sessions for Tee Ball, Baseball & Softball have averaged 45 kids each of the 3 Mondays.
- Baseball/Softball & Tee Ball Registrations are still open. Over the past 3 years, the number of participants has gone down about 25 each year and we are hoping for 200 this year.
- I'm working on getting the summer brochure out by May 1st.
- We are offering a Hip-Hop Dance Class, with Lincoln College, starting March 27th from 7-8pm, at \$80.00 for 4 weeks.
- Ball Room Dance classes will be taught by the previous instructors, Chauntea & Jon.
- I have been updating our website with the new programs and events. Jennifer and I have been creating and disbursing new fliers/adverts for our programs. I think that we can keep Kristy on contract to manage the backside of the website.
- The Wellness Expo had around 550 attendees.
- Jennifer & I will be attending a Pool Operator course to be certified.
- I have met with Amber to begin discussing swim lessons.

CORRESPONDENCE:

- We received an anonymous letter regarding a complaint about patron equipment usage and signage regarding certain issues. The letter stated that the signage was not being enforced properly by staff.
- We received an email requesting that lap swim hours be extended. I conferred with Amber before responding but explained that the pool is scheduled to be used during all available hours.

UNFINISHED BUSINESS:

- A. Capital Improvements:**
 - I. Heating/Air Conditioning Units: See Operation Supervisor's Report.
 - II. Tennis/Pickle Ball Courts: Work will be done in the summer.
- B. Aquatic Center: See Operation Supervisor's Report.**
- C. Membership & Daily Rates:**
 - I. Angie included a spreadsheet detailing the price comparison between In-District and Out-of-District Rates.
 - II. The Board clarified that children 4&under should not be charged admittance.
 - III. Further discussion was tabled until the next meeting.

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NEW BUSINESS:

- A. The matter regarding Dominique Hobbs:
 - I. The Board decided to rescind Mr. Hobb's banned status effective April 1, 2019, under certain conditions.
 - 1. Everyone in his family/group must pay.
 - 2. If he is kicked out again, he will be permanently banned.
 - II. John will call Mr. Hobbs to notify him of the Board's decision, as well as explain the conditions applied.
- B. Wi-Fi:
 - I. Angie explained that many patrons have been complaining about the poor Wi-Fi signal recently.
 - 1. The IT guys tested the signal, which they found to be around 50-60 MBps.
 - 2. We currently pay for 150 MBps.
 - 3. Comcast sent a tech out to check the line, which they found no issue with, however they found that the router and modem were partially fried.
 - 4. After replacing the modem, the speeds increased, but the router needed to be replaced.
 - II. Angie expressed her concerns that once the equipment was fixed and the speeds were back up to 150 MBps, that adding the new access points would cause more streaming issues.
 - 1. The router needs replaced, but the IT guys suggested replacing a few switches to support the faster speed.
 - 2. Also, we have the option of then increasing our Comcast Wi-Fi package to 300 MBps, but that would increase the monthly bill by \$50.
 - III. Don inquired if the modem was owned by the Park District or rented from Comcast.
 - 1. Angie was not sure of the answer but will research the matter.
 - 2. The Board agreed that purchasing would be more cost effective than renting a modem.
 - IV. Jayne agreed that the Wi-Fi was a major issue of complaint recently.
 - V. The Board asked Angie to explore purchasing a modem, if the current one was being rented, and to continue with upgrading the equipment as needed.

EXECUTIVE SESSION: NONE

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting. Gary Nodine seconded the motion. The motion carried. Adjournment: 7:29 P.M.

NEXT MEETING: The next meeting date will be Wednesday, April 10, 2019 at 6:00 P.M.