

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
APRIL 12, 2017**

**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, Dave Perring and Gary Nodine. Attending from the Park District were John Andrews, Vern Haseley, Abby Neece, and Angie Coombs. Jacki Pavlik was absent.

**RECOGNITION OF VISITORS:** None

**ANNUAL ELECTION OF OFFICERS** - John welcomed back all of the commissioners, as the 2017 Election was held on April 4<sup>th</sup>, and all officers that ran for reelection won. Don Peasley made the motion to keep the Board's Officers the same, which was seconded by Gary Nodine, and passed unanimously after a roll call vote. The Officers are as follows:

President – Jayne Weaver  
Vice President – Don Peasley  
Treasurer – Laura Duffer  
Secretary – Angela Coombs

**MINUTES OF MEETING** – Minutes of the March 08, 2017 were presented and were then approved as submitted after a unanimous vote.

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

<b>GENERAL</b>	-	\$	<b>6,105.63</b>
<b>RECREATION</b>	-	\$	<b>9,785.66</b>
<b>LIABILITY</b>	-	\$	<b>2,002.00</b>
<b>CAPITAL IMP.</b>	-	\$	<b>15,518.26</b>

**CASH FLOW REPORT** – The following balances were reported as of March 31, 2017.

<b>RECREATION</b>	-	\$	<b>28,164.00</b>
<b>GENERAL</b>	-	\$	<b>98,715.48</b>
<b>CAPITAL</b>	-	\$	<b>1,783,343.87</b>
<b>AUDIT</b>	-	\$	<b>2,874.95</b>
<b>LIABILITY</b>	-	\$	<b>21,187.58</b>
<b>2014 DEBT CERT &amp; INT.</b>	-	\$	<b>0.46</b>

**DIRECTOR'S REPORT – JOHN ANDREWS**

- I was notified today that the new sauna was shipped today. Once it arrives, the installation is only supposed to take 4-8 hours.

- I met with Lincoln College's Vice President, Susan Bowler, and Dr. Gigi Fansler regarding the recent fights in the Sports Center. There were two separate incidents, both of which involved LC students. The Fit Zone staff currently has a list of banned individuals; most of them are from LC.

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Lincoln College inquired about LPD's current policy regarding fighting in the facility. I verified that the staff have been instructed to call the Lincoln Police, which would likely result in arrests. Both LC representatives stated that the current policy and procedure were satisfactory, and that they were "OK" with it. It was also verified that LC's gym is often closed to students and that students must present an LC ID card when riding the bus to and from LC to LPD. Dave inquired if a sign at the front entrance would help, and if John had spoken to Paul Adams, the Chief of Police, about the issue. John stated that he had discussed it with Dave Altman, to begin with, and also wondered if the rate of the fights would decrease if students were to present IDs upon entrance.

-Golf Cart: I have leased the same agreement for a seasonal golf cart, which is to be used to transport individuals from the parking areas to the ball diamonds, which are now closed off via fencing and gates. Don inquired if LPD would be interested in purchasing a gas, 4-seater. It was decided that an electric cart was preferred.

- The front entrance will be having some landscaping done later on and Jayne requested permission to paint the large planters, which are located around the property to assist with restricting traffic/parking. Permission to paint the planters was given.

- The new electronic marquee has arrived and will be installed soon.

- I would like to see about purchasing and installing a merry-go-round for the LPD playground area. Gary asked about the possibility of adding more play equipment in the future. Don inquired about the new piece being ADA compliant, which John verified that it will be. Dave inquired if LPD had inquired about the play equipment at Jefferson school. Vern stated that he had spoken to them about obtaining a few pieces, and that LPD will be getting some.

-The Board needs to make a decision regarding the future of the skate park. Jayne did some research and found that a portion of funds also came from the Elks, Wal-Mart, the Tapper family and a fundraiser. Don stated that he will research which of the Elks' funds contributed the donation, as there is more than one. Jayne stated that she had sent Marilyn Tapper a letter, which detailed the proposed actions to deal with the issues at the skate park, as discussed by the board. Also, Jayne passed around photos of documented damage, as well as the Sign posted at the park. The sign lists the rules of the skate park, which clearly states "graffiti & degradation will result in closing" of the park. Vern stated that one ramp had to be removed due to the public removing nuts and bolts in order to move the piece, which makes it unsafe to use. John stated that the city of Assumption, in southern Illinois, has expressed interest in taking the equipment if LPD does act on removing it. Jayne suggested that the decision be tabled until more information is gathered, and to consider posting a public notice of intended action before making a final decision. The board agreed to table the discussion.

-The new pavilions will need about 6 picnic tables each and the heavy duty ones cost around \$400.00 each. Dave asked if the benches would be secured and Don agreed that they should be. Vern stated that they will be bolted down in a pattern that will allow future tables to be added without having to make future changes.

-Membership numbers are still up and are consistently hovering around the 1,150 mark.

-Foundation: Josephine Leesman's family met with me while they were in town visiting. They would like to donate funds to the Foundation, with the request that a room be named after their mother. Seeing as how the board has previously discussed renovating the ballroom, this would be an ideal opportunity to potentially use the funds provided to honor Ms. Leesman. Dave inquired about the projected cost, which John stated was unknown at this time.

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Previously, the board had considered possibly insulating the ceiling, carpeting and painting the Ballroom, as well as possibly adding doors and windows on the poolside. Dave suggested looking into a “donor tree”, which would act as a decorative tree of life. John will be getting all of the Foundation information together and seeing about launching a Foundation website.

-The Board was presented with the Chamber of Commerce membership and everyone agreed that it was in the LPD’s best interest to continue membership.

**OPERATIONS REPORT – VERN HASELEY**

-If anyone knows of a group willing to help pick up sticks at the parks, please let me know. John suggested that LCU may have a group. Dave suggested FFA/NHS via LCHS, and Jayne suggested contacting Chris Graue and the Boy Scouts.

-We have already begun mowing this season and spreading fertilizer on the fields as well as aerating them and adding sand and lime. Gary stated that he has heard several compliments at the Legion’s breakfasts on the Legion Field. The most frequent comment is the opinion that it is in the “best shape ever.”

-The trees in Memorial and Exchange Club Parks have been removed.

-The old benches from the dugouts have been refurbished and/or rebuilt and some can be placed around the playground area.

-Walt Landers, City Garbage/Maintenance, called and offered some free chemicals such as degreaser, spray paint, and rust prevention. They were cleaning out and didn’t want to just throw away good product, so they contacted LPD among a few others to donate it instead.

-I need clear direction in regards to the intergovernmental agreement between LPD and the City and ask the Boards help in deciding on some action. Vern and Jayne reviewed the original agreement signed in 1965 and John produced the most recent agreement. The 1965 document states that the City relinquishes Rec taxing fund to LPD to allow LPD to use those funds to maintain parks. John verified that the most recent agreement regarding the mowing aspect of the 1965 agreement; and added that LPD not to be held liable in a hold harmless agreement.

The current issue is, per the agreement, who is responsible for repairing and replacing equipment and structures installed/built upon City parks? A good example would be the new pavilion at Ray White Park, which the City approved without communicating this to LPD. There have been numerous complaints about children climbing in and on the new pavilion, which is a safety concern. Jayne asked about the playground equipment at the City’s Parks and who paid for it and installed it. Vern verified that LPD was responsible for that. John suggested that LPD continues to take care of what is currently in the parks, but not add to it and the board agreed. Vern stated that the main concern includes the mulch that the City purchased half of, but has not yet made any arrangements to distribute it to their parks. As it stands now, LPD will need to take care of the distribution. Gary asked if the City has equipment that LPD uses, to which Vern verified that they do and that is still a good standing relationship with the City. Vern also stated that he has had confirmed that the City will cut down and replant trees within city Parks. Gary suggested that if LPD does add playground equipment anywhere, perhaps some near the other pavilion would be a good site. The board agreed that it would be nice to have some in that area as well.

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**PROGRAM REPORT – ABBY NEECE**

-Registration for Baseball/Softball/Tee ball has closed. We have 5 more teams this year, compared to last year, due to more registrations. Rosters are due to Tremont by Friday and Gary and I have a scheduling meeting there on April 23rd. I have been working with Josh Baker quite a bit to schedule begin scheduling games. I have created a Googledoc, which all of the coaches and Josh can view at any time, but only I am able to edit. John, Gary and I have been working on sorting out equipment and taking inventory to know if we need to order replacements. There are more 6U teams this year and I have been working hard on getting all of these additional teams scheduled.

-The Easter Painting class on the 8<sup>th</sup> was a success.

-The Easter Egg Hunt will be this Saturday. I have had a few minor issues come up, but Both Logan/Mason Rehab and Symphony have contributed.

-The Summer Brochure is almost done to be distributed at the Schools by the end of the month. John stated that in regards to the pool, the hours have changed a little to work around water aerobics and adult swim. It was suggested that the evening hours be extended an hour on Fridays and Saturdays, which was agreed upon by everyone. John also stated that pool parties were held on Sunday evenings in 2016 and that will continue in 2017.

**CORRESPONDENCE:** None at this time.

**UNFINISHED BUSINESS:**

**A. Capital Improvements:**

**I. Pavilions:**

1. They are finished and look very nice.
2. The gravel/limestone flooring will be put in soon.

**II. Heating/Air Conditioning Units:**

1. Intech Representatives came to view the Maintenance Closet unit in the Sports Center.
  - i. Option #1 – Stand alone, roof top unit; not preferable.
  - ii. Option #2 – Better version of the current unit:
    - a. Believe that current unit was not set up properly before.
    - b. Remove heating element & replace with mini-boiler.
  - iii. They will formally present both options before a decision is made.
2. Reviewed the “Penthouse” Units as well.
  - i. Proposed one A/C unit, variable speed.
  - ii. All 7 ducts fed from one unit, but there will be dampers for each duct.
  - iii. Gary inquired if the proposed unit used glycol, Vern confirmed it does.
  - iv. Gary asked what the advantage would be; Vern said it is similar to how radiators dispense heat.
  - v. Dave inquired about the possibility of geothermal units, but Vern stated that there is not enough room for the # of wells needed for the space and that they would have to be placed too far out.
  - vi. Roof Repair – Bidding still in process.

**III. Sauna – See Director’s Report.**

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**B. Aquatic Center:**

- I. Laura inquired about possible all-day Family Fun Day.
  1. Abby verified that she will redesign that part of the brochure to make it more noticeable.
  2. Jayne suggested that it also be advertised on Facebook; which Abby verified that it will be.
- II. John reiterated from his report that the prices have been adjusted for the seasonal passes.

Jayne pointed out that Jacki's Aerobic Schedule reflected the need to split the Sr. Class into two groups due to high attendance. Also that last year's Pigs & Swigs 5K brought in a healthy profit.

Dave mentioned that he signed up to get a tree at last year's Apple & Pork Festival at the John Warner Mansion. This tree comes from the IL State Historical Society's celebration of their 150<sup>th</sup> year. The tree is unique in that it is cloned from the actual tree planted by Johnny Appleseed, and only one tree is allowed per county. Dave has managed the acquisition for the Lincoln Park District to be the sole location in Logan County. Don asked when the tree will arrive and Dave verified that it will arrive in the early fall for planting. Dave stated that there are other historical trees available, such as a George Washington Oak, and that perhaps we can create an area/grove for special trees such as these.

**NEW BUSINESS:**

- A. Resolution to forgive \$2,877.66 interfund loan from the General Fund to cover the balance (\$2,377.66) of the 2015 Bond Account due and the (\$500.00) Paying Agent Fee.
  - I. Angie stated that the \$2,377.66 balance came from the required minimum balance and a slight amount not covered by the Bond Deposits.
  - II. Dave Perring made the motion to pass the Resolution, which was Seconded by Laura Duffer, and passed unanimously after a roll-call vote.

**EXECUTIVE SESSION:** No executive session was held.

**ADJOURNMENT:** Seeing no further business Dave Perring moved to adjourn the meeting. Laura Duffer seconded the motion. The motion carried. Adjournment: 7:22 P.M.

**NEXT MEETING:** The next meeting date will be Wednesday, May 10, 2017 at 6:00 P.M.

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**ATTACHMENT A**

**Fitness Director Report  
By Jacki Pavlik  
March, 2017**

The Fit For Senior Class has been divided into two totally different classes on Monday, Wednesday and Friday. The classes were so large, it was necessary to divide the classes for safety reasons. We now offer a Level 1 and Level 2 class three days a week. The Level 1 class is formatted like the original Senior class. The Level 2 class incorporates different elements, faster movements, and music. So far, this has worked out very well and has helped numbers even out in both classes.

Fit For Seniors class celebrated 9 years together on Friday, April 7. This class has grown from 8 participants to nearly 50 when all are present.

John and I decided against the National Senior Health and Fitness Day in May. We felt as though we offer a huge variety of classes and incentives for our seniors already. Plus, we would need to buy into some of their marketing themes and items for the event.

I have completed and published the May schedule as well as the Water Aerobics and summer group fitness schedule. We will now offer a Water Aerobics class Saturday morning. We also welcome back Erica King and Victoria Parrott to our summer schedule.

Michelle Ryan will be offering two Small Group Personal Training Classes in June. These classes were a huge success this past winter. There is a fee for the classes and they are a great incentive for people who would like a little more one on one training.

I am in the early stages of planning for the Pigs and Swigs Run Hog Wild 5K. I have been working with Champion Chip Timing to incorporate a chip timed run this year. The cost is \$600.00. (see attached income sheet from last year). I also plan to offer shirts this year. The run will start at the Park District this year and finish close the theater.

**Programs/Incentives Coming:**

- **Super Sunday Afternoon Cardio Class**

This would be similar to the Super Bowl Shuffle class format. Everyone liked it so much and mentioned they would like to participate in a class like that once every few months. We may try to plan something outside as weather permits.