

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 10, 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 and Dave Perring. Gary Nodine was absent. Attending from the Park District were John Andrews, Abby Neece, and Angie Coombs. Vern Haseley and Jacki Pavlik were absent.

RECOGNITION OF VISITORS: None

MINUTES OF MEETING – Minutes of the April 12, 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:

GENERAL	-	\$	19,509.44
RECREATION	-	\$	13,766.02
CAPITAL IMP.	-	\$	325.15

Don requested details on a few expenses listed, such as Contractor's Ready Mix, Sysco, Riverstone and Forget Me Not Flowers. Angie explained that concrete blocks were purchased from CRM to help store sand, dirt and gravel. Riverstone delivers lime, dirt and gravel for field and ground maintenance. Sysco is the company from which concessions inventory and stock are purchased. Flower bouquets were ordered for 2 funerals from Forget Me Not Flowers.

CASH FLOW REPORT – The following balances were reported as of April 30, 2017.

RECREATION	-	\$	6,889.11
GENERAL	-	\$	84,816.64
CAPITAL	-	\$	1,762,191.76
AUDIT	-	\$	2,875.07
LIABILITY	-	\$	20,238.23
2014 DEBT CERT & INT.	-	\$	0.46

DIRECTOR'S REPORT – JOHN ANDREWS

- There has been a lot of positive feedback regarding the new sauna. Laura asked who is responsible for keeping it clean. Jayne stated that wearing shoes inside is prohibited, which will help. John verified that Jeff will be in charge of keeping it clean.
- The new marquee has arrived, but has not yet been installed.
- Mark Shew did inquire about the Skate Park. He is interested in the possibility of keeping it in Lincoln, perhaps on the church grounds/parking lot. Mark is going to do further research about relocating it locally instead of selling it to the city of Assumption.
- The Diamond's scoreboards are 13 years old and when researching repair options, I have been told that they are obsolete. There is some interest in selling the old ones if and when we purchase or lease new ones. Dave inquired about the warranty, which John verified expired

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 10, 2017**

after 5-10 years. John suggested selling the 3 better scoreboards, and offering second for a lesser fee so that the buyer can use it for parts. John will get bids from both Nevco and Daktronics for 3-6 scoreboards.

-The Health Department completed their annual inspection of the concession stands, and all were approved.

-Abby, Jacki, Christine and I met with a potential new web developer. Our current website is outdated and the process makes it difficult to upload information. Kristi Kern, of Gibson City, is an Art Major with Graphic Design experience. She has quoted \$1,700.00 flat fee, which would also include training staff to maintain what she will create for us.

-We are looking into restructuring the baseball & softball program for next year. The age groups may change a bit as well as scheduling limited traveling to other cities. Laura asked if changing the age groups would result in mixing the ages more, which John verified that it would. Also, it may be worthwhile to offer absorbing the Heat, which would allow us to stay in-house when scheduling.

-Mark Shew called in regards to the pavilions, which were bid out during October and November, but not constructed until the past few weeks. According to Mark, the original bid did not take into account the prices of materials during the months between the bid and build. The original bid ended up being \$2,408.00 below the actual cost. Both John and Jayne stated that they believed paying half of the balance would be more than fair. If the full balance was paid, then it would put the project total over the \$25,000.00 maximum amount, which then would have required a different bid procedure. Dave asked if Vern coordinated with Mark to use the LPD tax exemption when purchasing materials. Jayne and Dave also suggested requesting an itemized list of expenses that exceeded the bid price for review. Don Peasley made the motion to pay half of the requested balance, which was then seconded by Laura Duffer. The motion passed after a unanimous roll-call vote.

OPERATIONS REPORT – JOHN ANDREWS IN VERN HASELEY’S ABSENCE

-The crew has been busy catching up on the mowing, particularly out at Memorial Park.

-Preparations for the pool opening are underway.

-John will schedule a meeting with the Mayor to discuss the sewage bill to eliminate the “outage fee” applied, especially if we drain the pool to the fields once the chemicals have dissipated.

PROGRAM REPORT – ABBY NEECE

-The Baseball and Softball programs are in full swing. We have ordered some new equipment as there were several pieces in each group’s bags that needed updated and replaced. The teams were all appreciative of the new pieces. As John mentioned, we are considering making changes next year to the program. The start date is one potential change, which is contingent upon participating in the Tremont scheduling. If we are able to stay in-house next year, we can push back the start date. Dave asked how far out in the summer would a delayed start date cause the league to go. Jayne asked what the current time frame is for the league. Abby verified that games start in early May and end at the end of June or beginning of July. If the start date was pushed back, then the end would extend to the later part of July and early August.

Currently, our program leaves 2 of the summer months with the fields being rarely used. Also, parents may like waiting until school is almost over before adding practices and games to their

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 10, 2017**

already busy schedule. Laura stated that she was favorable to that idea and thinks that most parents would agree. This year, we have 14 teams, but the rest of the Tremont league each have 6-7 teams.

-The baseball/softball t-shirts have been a huge issue this season. Dave asked who was printing the shirts this year, which Abby verified as Visual Ink Productions. Jayne inquired about the problems. Abby explained that we opted to order Henley shirts for the older, traveling teams, t-shirts for the tee ball teams, and tanks for the softball teams. The main issue is with the tanks, we did not receive the types that we ordered and some had mismatched colors within the same team. Don suggested ordering them from someone else next year and Laura suggested Swan Graphics, but John stated that Swan Graphics was in the process of merging with Visual Ink Productions. Both Don and Laura then suggested Georgia Green's Sew Personal Company in Atlanta.

-I have created a blog to more effectively communicate with the 40 coaches, where they can all view the practice and game schedules online.

-Both the umpires and concessions arrangements are going well.

-We will have Women's Softball this year, but the games had to be moved to Wednesdays instead of the previous Thursdays due to the dense field schedule. I will be researching more about a fall coed 16" softball league.

-We will be offering a "movie in the park" even on July 15th at 8:00pm. Volunteers are welcome!

-We will be partnering with LC's Creekside for a summer camp. John will contact Dr. Campbell to discuss Memorial Park issues and ideas.

CORRESPONDENCE: None at this time.

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - I. Pavilions – See Director's Report.
 - II. Heating/Air Conditioning Units:
 - 1. Entech Representatives recommend for the Sports Center unit.
 - a. Keeping in it Maintenance Room.
 - b. Remove heating element & replace with parts that work.
 - 2. Entech are still reviewing the situation for "Penthouse" Units.
 - III. Roof Repairs:
 - 1. Gymnasium Roof:
 - a. Ok for now.
 - b. Shift focus to admin in the fall.
 - 2. Locker Room Leak:
 - a. Leak was repaired; Union Roofing stated that it was their mistake.
 - b. Jayne inquired about the cost, but the bill had not yet been received.
 - IV. Sauna – See Director's Report.
 - V. Skate Park:
 - 1. Lincoln Elk's Culb, one of the donors, abstains from the decision making.
 - 2. Mr. Tapper, another donor/organizer, has not yet responded to Jayne's attempts to contact her to discuss the matter.

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 10, 2017**

Laura asked what the current options were for the skate park. John verified that the City of Assumption, Illinois has expressed interest in purchasing the skate park features. As mentioned in John's earlier report, Mark Shew, of Jefferson Street Church, has also expressed interest in moving the features to their area, but Mark requested some time to discuss the matter with the church. Both Don and Dave wanted to make sure that the church does not want to install the feature at Exchange Club Park instead of the church's property. Jayne asked if there was room to store the features if they need to be removed before the decision is made. John stated that they can be stored down by the shop if need be. Don Peasley made a motion to speak to Mark Shew at Jefferson Street Church before contacting the City of Assumption, as the board would prefer to keep the features in the community, if possible.
The motion was seconded by Dave Perring and passed after a unanimous roll-call vote.

B. Aquatic Center:

- I. John spent one full day power washing and still has about a half day left.
- II. The pool will begin the filling process next week.
- III. Jayne suggested asking Amber, the Pool Manager, about opening the daily lap swim to parent with small children as well.
 1. Laura expressed concern over the hours of operations for the pool regarding the public swim availability.
 2. Don stated that the pool appears to be used a lot, and consistently so.
 3. John verified that there are only so many hours that the pool can be open each day, and the current schedule keeps the pool busy.
 4. It was pointed out that previous "midnight swims" were not a current option as the pool is not lit sufficiently to meet the state codes for those events.

NEW BUSINESS:

- A.** Laura inquired as to the status of the new playground feature to be ordered for the Park District grounds, which is a Merry-go-round.
- I. John verified that it has not yet been ordered.
 - II. It will be ordered within the next month.

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: 7:21 P.M.

NEXT MEETING: The next meeting date will be Wednesday, June 14, 2017 at 6:00 P.M.

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 10, 2017**

ATTACHMENT A

Fitness Director Report

By Jacki Pavlik

April, 2017

The two Fit For Senior classes have evened out somewhat. The Level 2 class has between 15 and 20, while the Level 1 class has between 20 and 25. Offering the two classes has been successful thus far.

The Pigs and Swigs Run Hog Wild 5K registration is coming along slow but sure. I am having a little trouble getting answers on shirts, medals and trophies from Sew Personal Embroidery, so I may go with another vender. Last year had nearly 80 participants, so it would be great to beat that number this year. I have given our race route to Walt Landers. He will take care of road blocks and closures the day of the race.

Our fitness staff is very excited to begin the summer Group Fitness Schedule! We most recently added Aqua Zumba on Thursday evenings. Sara Anderson will be teaching this class. She works full time at Prairie Engineers, and is a certified Zumba and Aqua Zumba instructor. I have heard some really positive feedback regarding the summer schedule.

Tara Smith, Lincoln native is here visiting. She is certified in various areas of fitness and has kindly volunteered to teach a community Pilates class Saturday, May 13. The class will be held at 9:00am in the Aerobic Studio and is free to anyone in the community. Participants will sign in at the fitness desk, which includes our general waiver at the bottom. (Under 18 Waivers will also be available)

Group Fitness participation totals for March/April 2017 were 2,971. Last year March/April totals were 2,761. Classes are doing pretty well, with the exception of only a couple. As the summer approaches, class numbers will decline as usual. I will monitor these closely and omit any classes that continuously have less than 4 participants.

I am training Jennifer Prather to hopefully step in and help teach the Level 1 Fit For Senior class from time to time. She currently teaches both Senior Strength classes on Wednesday and does a very nice job.

Programs/Events Coming up:

- Small Group Personal Training with Michelle Ryan
- Pigs and Swigs Run Hog Wild 5K
- Summer Rocks Dance Camp