

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 10,  
2010 AT 7:00 P.M. AT MEMORIAL PARK

Committee Members Present: Fred Bilotto, John Murphy, John Spizzirri, Raeann Zylman, and Joanne Ring

Committee Members Absent : None

Park Staff Members Present: Jane Kawanna, Mark DeRango, Chris Sobczak, Annie West, Chris Hobson, Will Cazares

Others present: Robert Salerno, Juanita Salerno, Louie Gallo, Stephanie Bilotto, Carmine Bilotto, Dan Catinella, Tim Mahar

Commissioner Bilotto called the meeting to order at 7:01 pm. Item # 22 on the agenda was moved to the top of the agenda to accommodate Tim Mahar from the 16" Softball League. Mr. Mahar would like to use Centennial and Hart Park for 16" softball. Dan Catinella was willing to give up one of his days in the 12" Softball League to accommodate Mr. Mahar; however, due to the Centennial Renovation, we will be unable to accommodate this league. The Blue Island Park District will work with Mr. Mahar to at least accommodate tournament play. Mr. Mahar is to provide the board with a proposal by the next board meeting.

Item # 24 was addressed next as Mr. Salerno from All Around Amusement was present to speak about Fest 2011. Mr. Salerno was informing the board that in the event that they were having a Fest next year and that they moved the Fest to Hart Park, he would contribute up to \$3000.00 toward creating an access gate large enough to get his equipment through. The board would like to have a Fest next year, but they absolutely do not want to have it at Memorial Park. Hart Park would be the ideal location provided there is not too much opposition from the neighborhood. Mr. Salerno stated that he would be available for Fest, June 22, 23, 24, 25 and 26. The board felt that this would be a good weekend to have next year's Fest.

Commissioner Bilotto stated that the committee should review the minutes, accounts payable, and payroll before the next board meeting.

Commissioner Bilotto stated that he was still in favor of submitting a proposal for the Recreation Center to the City of Blue Island. Commissioner Zylman and Spizzirri felt that a May 1, 2011 acquisition date proposal would be best. Commissioner Murphy asked if Chris Sobczak and he should pursue the DCFS inquiry. Commissioner Zylman state that is should be Chris Hobson because he is a Recreation person. We will add the proposal to the agenda. In the event that one cannot be prepared, we will table to the next meeting.

Commissioner Murphy would like to hire Judith McIntyre as a grant writer at \$50.00 per hour. Other commissioners would like an estimate of how many hours each grant will take to prepare before applying.

Discussion continued on the 2011 Conference. Commissioner Zylman suggested that employees use their p-cards for Breakfast and that everyone goes to dinner together. Jane Kawanna suggested taking off the mileage from the daily stipend, as you cannot charge mileage on a p-card. Upon much discussion, it was decided that commissioners attending the conference will be issued checks prior to departure for the Conference in the amount of \$300.00 per commissioner.

Commissioner Ring discussed FOIA requirements that all members of the public wanting information from the Blue Island Park District should be filling out a FOIA request. Commissioner Spizzirri asked if something went out without a FOIA request. Commissioner Ring stated that an Alderman asked for information and it was given without a FOIA request. Commissioner Spizzirri stated that it was done as a courtesy and would not happen again. Commissioner Zylman asked if the commissioners could get a copy of each FOIA response. Jane Kawanna stated that she could have one, but would she like to get approximately 10 per week, because that is what we are averaging right now with the Stadium Project. Commissioner Zylman stated she did not want to read that many.

Jane Kawanna explained the D & B change order. The \$10,000.00 change order had to do with the stadium under drain. The additional amount had nothing to do with the under drain, but with the infrastructure. The catch basins and storm sewers had collapsed and had to be fixed before the under drain could be installed. Commissioner Spizzirri voiced his concern regarding the fact that D & B has already received a large portion of their contract sum. Jane Kawanna recommended that the board approve the change order and with hold the payment until the contract is complete.

The Decker Bros. change order was also presented and competitive estimates on waterproofing. The board would like to know if waterproofing would be subtracted from the current bid if they opted to go another route for waterproofing. All three change orders will be on the agenda for the Board meeting.

Jane Kawanna presented an addition to the Blue Island Park District Sexual Harassment Policy. Commissioner Murphy requested that each employee be required to view a video on sexual harassment. It was clarified that the current policy is a 0 tolerance policy.

Jane Kawanna presented a Board Policy Book for the commissioners to review and make changes to. The Blue Island Park District does not possess a policy book for the commissioners. This will be addressed again when the commissioners have had time to review it.

Jane Kawanna presented the annual tax levy explaining that some funds are underfunded and some are overfunded. We will try to make every effort to make adjustments where we can. She also requested from Commissioner Zylman to make a request to have funds transferred from the Recreation Fund to the Capital Improvement Fund. Commissioner Zylman made the request.

Commissioner Murphy along with maintenance staff, Chris Sobczak and Mark DeRango discussed the need for an edger, a roller, and a concrete mixer. Chris Sobczak brought estimates for all. The edger can be replaced and does not need to be put on the agenda because it is within the maintenance superintendants spending limits. The roller and concrete mixer will be place on the agenda. Maintenance will install 2 windows in the ice rink- one in the door and one to replace the glass block window that is currently there.

The ice skating rental fee was set at \$1.00. The Blue Island Little League Contract will be placed on the agenda for approval. Same contract as last year. Blue Island Little League wants verbiage stating that they will still have access to Centennial Park after construction.

The Program and Event Reporting Procedure was reviewed. The board would like the Special Event Reporting change to a 60 day window and include utilities, maintenance, and concession. Regular programming to remain the same.

Commissioner Spizzirri addressed the transition period with Annie West, Chris Hobson, and Will Cazares. With Andrea West leaving, Chris Hobson and Will Cazares should be informed of all activities, contacts, etc. that Ms. West has and should be letting the gentlemen know where in the process each program and event is so that this will be a smooth transition period.

The Semi-Annual Newsletter is slated to be in the households the first week of January.

Chris Hobson would like to give a discount of \$10.00 to each Blue Island Resident enrolled in Bitty Basketball returning for a second session. Commissioner Bilotto stated that we should give it for free for Blue Island residents for 1 session. Commissioner Murphy stated that we should do the Easter Egg Hunt for free. Chris Hobson felt that it would create so much participation by being free that we would not be able to adequately staff the program. Commissioner Zylman would like the Bitty Basketball concession money to be included in the profit of the program.

Jane Kawanna mentioned that the board needs to set fines for damages incurred while using the Bounce House and cleaning fees in the event the Bounce House requires more than a regular cleaning. EX: Gum or sticky substance removal. She suggested \$15.00/hr. She received no other comments. We will revisit this at a later time.

The Brownie troop requested a waiver of fees for an upcoming event. Commissioner Spizzirri stated that they are offering to do some work around the park and fees we should take them up on their offer of help.

Committee recessed at 9:40 PM to go into executive session.

Committee reconvened at 10:12 PM and discussed staffing for the Ice Rink. Chris Hobson and Will Cazares will be at the Ice Rink no more than 1 shift per week. The rest of the hours will be split between Jeff Cerullo, Doug Watts, Gino Spizzirri, Ken Bereta (limited time) and lifeguards on staff currently. There will be 2 shifts on the weekends. There will be no security at this time. This will be re-evaluated as needed. The committee was informed that Jeff Cerullo would be eligible for IMRF Benefits upon reaching 1000 hours.

Committee adjourned at 10:30 PM

Approved:

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Fred Bilotto, Chairperson