

**MINUTES OF THE FEBRUARY 8, 2017  
PARK BOARD OF COMMISSIONERS REGULAR MEETING**

The regular monthly meeting of the Park Board of Commissioners, Plainfield Township Park District, was held on Wednesday, February 8, 2017 at the Plainfield Township Community Center, 15014 S. Des Plaines Street, Plainfield

CALL TO ORDER / ROLL CALL / PLEDGE

President Ludemann called the meeting to order at 6:00 pm with the following members present: Ayres, Hurtado, Kazmark, Newton, Poling, Ludemann

Absent: Steinys

Staff present: Carlo Capalbo, Executive Director; Wendi Calabrese, Executive Assistant/Secretary; Maureen Nugent, Director of Finance & IT/Treasurer; Jennifer Rooks-Lopez, Director of Parks & Planning; & Cheryl Crisman, Director of Recreation

Also present: Matt Campbell, Attorney

There were 4 members of the public in attendance. Commissioner Kazmark led the pledge to the flag.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

A motion was made by Commissioner Ayres that the Park Board of Commissioners approve the consent agenda which included minutes of the January 11, 2017 Board of Commissioners Special Meeting/Public Hearing; minutes of the January 11, 2017 Board of Commissioners regular meeting; interim check numbers 96154-96216 totaling \$216,163.44 with check numbers 96171, 96188, & 96207 totaling \$0.00 voided with direct deposits totaling \$116,597.85; & bills and claims check numbers 96217-96291 totaling \$164,675.08 with check numbers 96219, 96220, 96221, 96222, 96223, 96224, 96225, 96226, 96227, 96228, 96229, 96230, 96231, 96232, 96240 & 96241 totaling \$0.00 voided. Seconded by Commissioner Hurtado. Roll Call: Ayres-Yes, Hurtado-Yes, Kazmark-Yes, Newton-Yes, Poling-Yes, Ludemann-Yes. Motion Carried.

STAFF REPORTS

A. Executive Director

1. Commissioner Recognition

Executive Director Capalbo presented Commissioner Poling with her Distinctive Board Member award. Commissioner Poling was also recognized at the IAPD Annual Meeting during the Soaring to New Heights Conference as well as in the publication *Illinois Parks & Recreation*.

Executive Director Capalbo updated the Board on the finance and recreation software training status; RFQ's for constructions management services and architectural management services are out; shoreline pond is in progress; and several full-time positions have been posted. Executive Director Capalbo informed the Board that he and Director Rooks-Lopez have had discussions about bringing in someone to assist with projects on a contracted basis to get caught up and asked for input from the Board. The consensus was to move forward. Executive Director Capalbo showed a short video on the Distinguished Agency Accreditation program and gave a brief update on our progress to the Board.

### COMMITTEE COMMENTS

There were no committee comments or reports.

### ACTION ITEMS

There were no action items.

### OLD BUSINESS

There was no old business.

### NEW BUSINESS

There was no new business.

### BOARD INITIATIVES

There were none.

### COMMISSIONER COMMENTS

- Commissioner Hurtado congratulated Commissioner Poling on her achievement.
- Commissioner Kazmark congratulated everyone who received awards at the conference.
- Commissioner Newton congratulated Commissioner Poling on her achievement.
- Commissioner Poling said she was approached by Ron Lehman who is a member of the National Park District Foundation and he would like to speak to our foundation.
- Commissioner Ludemann congratulated everyone who received awards at the conference.

#### 1. Conference Report

Commissioner Ludemann gave a verbal report of her attendance at the January 2017 IAPD/IPRA Soaring to New Heights Conference. Commissioner Ludemann summarized the sessions she attended, shared materials with the staff and Board and encouraged the other commissioners to attend next year if they have never attended.

### EXECUTIVE SESSION

There was no executive session.

### ADJOURN

A motion was made by Commissioner Newton to adjourn the meeting at 6:35 p.m. Seconded by Commissioner Ayres.

Ayes – 6 Nays – 0

The meeting was adjourned at 6:35 pm.

Respectfully Submitted,



Wendi Calabrese, Secretary