



WILMETTE PARK DISTRICT
Facilities Operations Committee Meeting
Monday, January 14, 2019
6:15 p.m. - Village Hall Training Room

AGENDA

- I. Meeting Called to Order
 - Members of Committee
Commissioner Stephanie Foster, Chair
Commissioner Gordon Anderson
Commissioner John Olvany
 - Staff
Superintendent Emily Guynn
- II. Approval of Minutes
 - A. November 12, 2018
- III. Communications and Correspondence
- IV. Recognition of Visitors
- V. Managers' Reports
- VI. Unfinished Business
- VII. New Business
- VIII. Adjournment

If you are a person with a disability and need special accommodations to participate in and/or attend a Wilmette Park District meeting, please notify the Director's Office at 847-256-6100.

Wilmette Park District **Policy for Public Comment**

The Board of Park Commissioners, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. Park Board and Committee meetings are meetings held in public, not a public meeting. The Board invites both oral and written communications from its residents.

To facilitate the conduct of Board/Committee meetings, the following procedures will be followed:

1. A section of each regular meeting is set aside for public comment and will be noted on the agenda as "Recognition of Visitors."
2. During the "Recognition of Visitors" agenda item, audience members should raise their hands and be recognized by the President/Chairperson prior to speaking.
3. When recognized by the President/Chairperson, each audience member should identify themselves and limit speaking to no more than three (3) minutes, unless additional time is granted by the President/Chairperson.
4. Questions are to be directed to the entire Board/Committee.
5. Park Board members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. A Board/Committee meeting is not a forum for complaints against individual employees. Such matters are handled by directly contacting the Executive Director. Complaints against the Executive Director should be handled by directly contacting the President of the Board of Park Commissioners.
7. During presentation and discussion of agenda items, the President/Chairperson will not recognize speakers in the audience unless the Board/Committee desires additional information from an audience member.
8. When addressing the Board/Committee, all persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the civil discourse of the Board/Committee and the meeting, the President/Chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the President/Chairperson or upon the affirmative vote of two-thirds (2/3) of the park board commissioners present.
9. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.



WILMETTE PARK DISTRICT Facilities Operations Committee Meeting Minutes

Monday, November 12, 2018
6:30 p.m. – Village Hall Training Room

Attendees Present

Committee/Commissioners: Chair: Stephanie Foster, Gordon Anderson, John Olvany
Staff: Director Wilson

Staff: Jason Stanislaw, Sean Flynn, Joey Sanchez

Attendees Absent

None

I. Meeting Called to Order

Meeting called to order at 6:31 p.m.

II. Approval of Minutes

A. Commissioner Olvany moved and Commissioner Anderson seconded a motion to approve the minutes of the October 10, 2018 Facilities Operations Committee meeting. All voted yes, **the motion carried.**

III. Communications and Correspondence

None

IV. Recognition of Visitors

The Attendance Record will become part of the permanent record.

V. Managers' Reports

A. Ice, Sean Flynn reported on the following topics:

- Public Skate has slightly higher numbers this year compared to last
- Upcoming Events
 - Loyola Thanksgiving Tournament – 16 teams
 - Blackhawk Equipment sale will take place the same weekend
 - Super Sunday Event – November 25th - Free event for kids to get familiar with our programs
 - Skate With Santa on December 9th
 - Holiday Exhibition follows Skate With Santa

B. Pool, Joey Sanchez reported on the following topics:

- Hiring will begin over Thanksgiving break for the summer 2019 season

C. Tennis, Jason Stanislaw reported on the following topics:

- Memberships are up 3 compared to last year

- This was achieved without the coupon book that is typically done which saved the district about \$4,000
- Junior events are up and running and have been very well received and generated about \$2,000 in additional revenue
- Junior programming has done well this season by better retention rates within the high school girls demographic

D. Paddle, Jason Stanislaw reported on the following topics:

- Men's league matches are all up and running and take place between Tuesday and Thursday
 - Staff is now coordinating the meals for the matches and so far the new process is going well
- The new Sunday league is also up and running and is allowing for more people to enjoy the sport and the facility

VI. Unfinished Business

None

VII. New Business

None

VIII. Adjournment

There being no further business to discuss the Committee adjourned at 6:42 p.m.

Committee Chair

Director

Minutes Approved on: _____