



1685 West Higgins Road, Hoffman Estates, Illinois 60169
heparks.org t (847) 885-7500 f (847) 885-7523



**MINUTES
ADMINISTRATION & FINANCE COMMITTEE
July 19, 2016**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Administration & Finance Committee was held on July 19, 2016 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Kinnane, Comm Re Chhatwani, Katis, Utas (7:01), Winner, Chairman Kaplan

Absent: Comm Rep Musial

Also Present: Golf Director Bechtold

Audience: Commissioner Kilbridge, McGinn, R. Evans, Mr. K. Evans, Superintendent Cotshott

2. Approval of Agenda:

Comm Rep Katis made a motion, seconded by Comm Rep Winner to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Commissioner Kinnane made a motion, seconded by Comm Rep Chhatwani to approve the minutes of the June 21, 2016 meeting as presented. The motion carried by voice vote.

4. Comments From the Audience:

None

5. Old Business:

None

6. New Business:

A. A&F report & 2Q Goals/M16-085:

Comm Rep Katis asked about the sponsorship cost for the marquee signs and Superintendent Cotshott noted that each package was negotiated separately, however, the contracts could be provided if the committee required the specific information. It was noted that the decision to make all that information available to the public might create issues between sponsoring organizations.

Comm Rep Winner asked about Dick's and it was noted that there would be some equipment trade outs and advertising in the *IGuide*.

Chairman Kaplan asked to note that the emailed questions be noted in the minutes. Please see the attached.

Comm Rep Katis made a motion, seconded by Comm Rep Chhatwani to send the A&F Report and 2Q Goals to the board as presented. The motion carried by voice vote.

B. Detailed Reports:

Commissioner Kinnane asked about the vendors Energy.ME and Hudson Energy and questioned why the district had 2 suppliers. Director Bechtold noted that originally they had been 1 vendor, however, when going to market Hudson had better rates for the golf course.

Comm Rep Katis asked about the golf revenue that went to the Foundation and Admin Asst Kusmierski noted that the SRT Celebri-Tee golf has netted \$12,000+ for the Foundation or about 40%GP after expenses.

Commissioner Kinnane made a motion, seconded by Comm Rep Utas to approve

- Manual Checks \$392,042.00
- Monthly Invoices \$656,397,60

The motion carried by voice vote.

C. Financial Statements:

Superintendent Cotshott noted that there was a savings of \$82,000 in the general fund primarily due to the savings from payroll in the Maintenance Department. She also noted that Day camps were up \$25,000 primarily due to an extra week of camp because school got out a week earlier than last year as well as some registration numbers being up a bit.

Chairman Kaplan asked if the district was aware of the shift in the school year and Superintendent Cotshott noted that they were and were making those adjustments to provide care.

Comm Rep Katis asked about the daily fees at Seascapes and Superintendent Cotshott noted that the weather had been so much better this year positively impacting fees at Seascapes.

Comm Rep Katis made a motion, seconded by Comm Rep Winner to recommend the board approve the Financial Statements as presented. The motion carried by voice vote.

7. Committee Member Comments:

Commissioner Kinnane commended staff at PSSWC on the great job they were doing during the pool shut down of keeping all members informed of the progress.

Comm Rep Katis noted that the advertising was terrific and the new sponsorship person doing a great job.

Comm Rep Winner congratulated Chairman Kaplan on doing a great (quick) job at the meeting.

Comm Rep Utas noted that the ice looked great and the new logo was terrific. He asked about the boards and Comm Rep Winner and Director Bechtold noted that the Wolves were responsible for the boards, although they were scheduled for repainting.

Chairman Kaplan thanked Trustee Spentzos for allowing the Foundation to run their 50/50 raffle at 1st Place Sports Bar and Grill's 10th Anniversary Tent Event. He noted that the Foundation has raised \$355 Thursday, \$710 Friday and \$510 Saturday for the scholarship fund.

8. Adjournment:

Comm Rep Katis made a motion, seconded by Commissioner Kinnane to adjourn the meeting at 7:13 p.m. The motion carried by voice vote.

Respectfully submitted,

Brian Bechtold
Director of Golf Operations

Peg Kusmierski
Recording Secretary