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**MINUTES
RECREATION COMMITTEE MEETING
October 16, 2018**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation Committee was held on October 16, 2018 at 8:45 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Rep Henderson, Macdonald, Wittkamp, Chairman Kinnane

Absent: Comm Rep Dressler, S. Neel

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Recreation Kapusinski, Director of Parks, Planning and Maintenance Hugen, Director of Golf and Facilities Bechtold

Audience: Commissioner McGinn, K. Evans, Kilbridge, Bickham, President Kaplan, C&M Superintendent Manisco

2. Approval of Agenda:

Commissioner R. Evans made a motion, seconded by Comm Rep Macdonald to approve the agenda as presented. The motion carried by voice vote.

3. Approval of the Minutes:

Comm Rep Wittkamp made a motion, seconded by Comm Rep Henderson to approve the minutes of the July 17, 2018 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. Rec, Fac, Golf Report and 3Q Goals/M18-094:

Director Kapusinski introduced the new ELC Coordinator Natalie Wood noting that she came from private childcare with an extensive background.

Executive Director Talsma introduced Director of Recreation Kapusinski noting that she had attended the board meeting last month but this was her first Recreation Committee meeting and first Rec report. He explained that she had been the EC Coordinator at the district for 12 ½ years, moved on to the Superintendent of Recreation for Arlington Heights for 3 years and was back as the new Director of Recreation for the Hoffman Estates Park District.

Director Kapusinski highlighted some areas of interest:

- Doggie Carnival had 160 dogs
- 50+ memberships had increased to 422 members and 50+ Program Manager Schwartz was doing a great job.
- She was looking at STAR enrollment and in particular the wait list to find a way to accommodate more families. Comm Rep Henderson questioned how they could accommodate more and Director Kapusinski noted that there was typically a 10% no show and that the program could probably safely be "over booked". Commissioner Kilbridge asked about ratios and Director Kapusinski noted that state ratio was 1-20 and the district was generally 1-12 or 15.

Director Bechtold highlighted some areas of interest:

- BPC rounds down due to rain
- BPC maintenance aerated the grounds in a day to accommodate and incoming outing.
- F&B wedding was at 12 for 2019 or up 7 from last year.
- Commissioner R. Evans asked about the GPS transition and Director Bechtold noted that they had made the switch and with 30 days operation he was feeling confident that the system would work. Now he would review options for compensation for the month they had been off-line. President Kaplan asked why they waited so long and Director Bechtold said he needed the 30 of data to make the determination that the system was working.

- It was noted that 26 were signed up for the 5K race. Commissioner R. Evans asked about additional promotion and Executive Director Talsma noted that they were looking at additional marketing.
- Director Bechtold noted that C&M was working hard on the new brochure.
- Comm Rep Henderson asked about a 5K walk and it was noted that they could walk or run the event. Director Bechtold also explained that \$5 for every registration would be going to the Friends of HE Parks Foundation.
- PSSWC was having an open house.
- It was noted that PS membership was down a bit and that staff was looking at the restructuring of the fees.
- Commissioner R. Evans asked about on-line registration and it was noted that the district's goal was to move the majority of registration to on-line.

Comm Rep Macdonald made a motion, seconded by Comm Rep Wittkamp to send the Rec, Fac & Golf Report and 3Q goals to the Board as presented. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Henderson said it was nice to see everyone after such a long time.

Commissioner R. Evans said the NRPA Conference was good and that the district had received awards for their CAPRA and that they had two new CPRP professionals; Director Bechtold and Turf & Horticulture Lead Bessette. He also explained that they had Best of Best for partnering with Amita Health. He reminded everyone of the Turkey Shoot after the 5K Race.

Chairman Kinnane thanked Dave at BPC for the golf lessons noting that he had the opportunity to meet to new golfers from Dubai and Malaysia and that he had meet Chris from grounds.

8. Adjournment:

Comm Rep Macdonald made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 9:20 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Peg Kusmierski
Recording Secretary