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**MINUTES  
FORWARD PLANNING COMMITTEE  
February 19, 2019**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Forward Plan Committee was held on February 19, 2019 at 9:15 at the Triphahn Center in Hoffman Estates, IL.

Present: Chairman Bickham, Commissioner Kilbridge; Comm Reps Aguilar, Musial, Sernett

Absent: Comm Reps Macdonald, Veronico, Wittkamp

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: President Kaplan, Commissioners K. Evans, R. Evans, Kinnane, McGinn; Comm Reps Poeschel and Wilson

**2. Approval of Agenda:**

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

**3. Approval of the Minutes:**

Comm Rep Aguilar made a motion, seconded by Comm Rep Sernett to approve the minutes of the January 15, 2019 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Old Business:**

None

**6. New Business:**

A. 2020 CMP:

Executive Director Talsma reviewed the item noting that a staff committee comprised of the departments had been created to offer input for the 2020 CMP.

- Vision Statement: Enriching our community through parks and recreation. The committee consensus was to accept this statement change as presented at this time, however, Comm Rep Musial noted that the statement did not seem to present an end result as noted in the example statements.
- Mission Statement: Provide the best parks and recreation by adhering to our values of integrity, innovation, cooperation, accountability, respect and excellence. The committee consensus was to accept this statement change. Commissioner Kinnane expressed concern over the words, “our values” in that the statement was about the district wants and not the community. Executive Director Talsma noted that he believed our values were meeting the community wants.
- Values:
  - Integrity: We place a high value on honesty and fairness in all actions, decisions and encounters.
  - Innovation: We encourage creativity and embrace change.
  - Cooperation: Success is achieved through teamwork and partnerships.
  - Accountability: We accept responsibility for our actions and are committed to safeguarding resources.
  - Respect: We are aware and appreciate diverse interests and address all needs with consideration and accessibility.
  - Excellence: We commit to provide the best in parks and recreation.

- District Goals:
  - Goal #1: Healthy and Enjoyable Experiences: Provide beneficial health & wellness experiences.
  - Goal #2: Social Equity: Ensure enjoyment of our parks, facilities and programs for all.
  - Goal #3: Financial Stewardship: Make financially prudent decisions.
  - Goal #4: Operation Excellence: Create and sustain the best park and recreation services in a safe environment.
  - Goal #5: Environmental Awareness: Protect and preserve the environment through responsible decisions.
  - Goal #6: Customer Service: Empower staff to build a positive culture and ensure customer satisfaction.

Executive Director Talsma briefly reviewed sections on the Personnel Responsibilities and Organizational Chart asking for questions and encouraging the committee to contact him if they had any later on.

**7. Committee Member Comments:**

Commissioner Kilbridge noted that the Foundation Fundraiser; the GNO was February 28<sup>th</sup>.

**8. Adjournment:**

Comm Rep Sernett made a motion, seconded by Comm Rep Aguilar to adjourn the meeting at 10:05 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary