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**MINUTES
REGULAR BOARD MEETING NO. 1055
July 28, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on July 28, 2020 at 7:43 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: President Kaplan; Commissioners Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, and McGinn

Absent: None

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Golf and Facilities Bechtold, Director of Recreation Kapusinski, Executive Assistant Logan

Audience: Comm Rep Wilson (teleconference); Pauline Wieland

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the agenda as presented. The motion carried by voice vote.

4. Comments from the Audience:

Pauline Wieland introduced herself as a Hoffman Estates resident who lives near Pine Park. She noted she is interested in organizing a volunteer group to coordinate the sprucing up of Pine Park.

President Kaplan thanked Ms. Wieland.

5. Approval of the Minutes:

Commissioner McGinn made a motion, seconded by Commissioner K. Evans to approve the minutes of the June 23, 2020 Regular Board meeting as presented.

6. Consent Agenda:

Commissioner Kinnane made a motion, seconded by Commissioner Kilbridge to approve the consent agenda items A-H as presented.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

A. The Club at Prairie Stone Locker Room Flooring / M20-081

B. School District 54 STAR Contract Addendum / M20-083

C. Splash Pad Closure for 2020 / M20-082

D. Open and Paid Invoice Register: \$829,588.49

E. Revenue and Expenditure Report, COVID-19 Impact Statement, and Financial Analysis

F. Acceptance of B&G Minutes 06/16/2020 (see July packet)

G. Acceptance of Rec Minutes 06/16/2020 (see July packet)

H. Acceptance of A&F Minutes 06/23/2020 (see July packet)

Commissioner K. Evans made a motion, seconded by Commissioner R. Evans to approve the consent agenda items I-O as presented.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

I. South Ridge Park OSLAD Earth Work Contract / M20-032

J. South Ridge Park OSLAD Utilities Contract / M20-033

K. South Ridge Park OSLAD Concrete Contract / M20-034

L. South Ridge Park OSLAD Asphalt Contract / M20-035

M. South Ridge Park OSLAD Playground Install Contract / M20-036

N. South Ridge Park OSLAD Fall Surface Purchase & Install Contract/ M20-037

O. Open and Paid Invoice Register: \$492,531.80

7. President's Report:

President Kaplan noted The Club looks great and he has received positive feedback on it.

President Kaplan noted the pickleball at Fabbrini is going great.

President Kaplan thanked staff for their efforts.

President Kaplan announced Hap Wittkamp's resignation as a Community Representative for the Recreation Committee. The Board plans to honor him at a future Board meeting.

President Kaplan noted due to the COVID-19 pandemic, the Committee of the Whole will not meet for the Park Tour. In lieu of the Park Tour, the District staff has created a virtual park tour that will be presented at each August Committee Meeting. A regular B&G Committee Meeting and a regular Recreation & Facilities Committee Meeting have been scheduled for August 18 and added to the 2020 Board/Committee Meeting Calendar.

Executive Director Talsma noted the NRPA Conference has been changed to a virtual conference that members may participate in for \$295/attendee. It is scheduled for October 27-29, 2020.

President Kaplan reminded the Board of the Poplar Creek Trail System Ribbon Cutting ceremony at 10:00 a.m. on Saturday, August 1.

President Kaplan presented the IAPD 2020 Membership Plaque and distributed IAPD membership cards to the Board in recognition of the District's IAPD membership.

President Kaplan presented the Mayor's Proclamation plaque for July being declared National Parks & Recreation Month.

8. Adoption of Executive Director's Report:

Commissioner Kinnane made a motion, seconded by Commissioner K. Evans to adopt the Executive Director's Report as presented. The motion carried by voice vote.

9. Old Business:

None

10. New Business:

A. Executive Director Review Process / M20-090:

Executive Director Talsma presented a revised evaluation template to be used for the Executive Director Review Process for the 2021 review and thereafter. The proposed template allows for both an objective and subjective review of the Executive Director's performance with an emphasis on the Executive Director's ability to meet leadership requirements. The HEParks Annual Review Form, NSWRA Evaluation Form, PDRMA Evaluation Form, and Schaumburg Evaluation Form were utilized to produce the proposed template for the Executive Director Review Process.

No action was taken. As a general consensus, the Board decided they will discuss the format of the Executive Director Review Process at a future date because they would like more time to review and evaluate the material presented.

It was noted that, according to the law, the discussion of the Executive Director Review Process will need to be discussed during an Open Meeting.

11. Commissioner Comments:

Commissioner McGinn thanked staff for the financial information presented during the A&F Committee Meeting.

Commissioner R. Evans thanked staff for their efforts.

Commissioner K. Evans noted Director Hopkins did a nice job on the financials. He added what has been presented by Executive Director Talsma for the Executive Director Review Process is a good start.

Commissioner Kinnane thanked Executive Director Talsma for his efforts and thanked staff for a great job. He added Kurtis Hartwig and Brian Johnson are doing a great job at the golf course.

12. Adjournment:

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to adjourn the meeting at 8:22 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant