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**MINUTES  
REGULAR BOARD MEETING NO. 1056  
August 25, 2020**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on August 25, 2020 at 7:03 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, Director of Parks, Planning, and Maintenance Hugen, Executive Assistant Logan

Audience: Comm Reps Utas and Winner; C&M Manager Burgess; Assistant Golf Course Superintendent Bugay; Hockey Coach LaFrenere; HIIT Club Fitness Coordinator Koeckritz and family; Hap and Jan Wittkamp

**2. Pledge of Allegiance:**

Everyone present stood for the Pledge of Allegiance.

**3. Approval of Agenda:**

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

**4. Recognition:**

**A. August 2020 Best of Hoffman:**

Hap Wittkamp was awarded the Best of Hoffman award for August 2020 for his years of service as a Community Representative for the Recreation Committee and for his invaluable efforts in the origination and continued success of the District’s Senior Center.

B. Employees of the 1<sup>st</sup> Quarter:

PT: Hockey Coach Matt LaFrener was awarded for his hard work, passion, and dedication to the District's hockey program.

FT: C&M Manager Katie Burgess was awarded for her efforts in leading the C&M Department, enhancing the marketing efforts, expanding The Club's marketing strategy, and managing all of the communications and creating some of the virtual recreation offerings throughout the COVID-19 pandemic.

C. Employees of the 2<sup>nd</sup> Quarter:

PT: HIIT Club Fitness Coordinator Sarah Koeckritz was awarded for being one of the most beloved and popular fitness instructors at The Club. In addition, she is being recognized for her work with the virtual fitness classes offered throughout the COVID-19 pandemic as well as the ongoing expansion of the virtual fitness class library.

FT: Assistant Golf Course Superintendent PJ Bugay was awarded for serving as an integral part of the success of the golf course maintenance program and for his hard work and dedication to the golf course throughout the duration of the COVID-19 pandemic.

C&M Manager Burgess, Assistant Golf Course Superintendent Bugay, Hockey Coach LaFrener, HIIT Club Fitness Coordinator Koeckritz and family, and Hap and Jan Wittkamp left the meeting.

5. **Recess for A&F Committee Meeting:**

Commissioner Kilbridge made a motion, seconded by Commissioner Chhatwani to recess the Board Meeting at 7:12 p.m. for the purpose of convening the A&F Committee meeting. The motion carried by voice vote.

6. **Reconvene Following A&F Committee Meeting:**

Commissioner Kinnane made a motion, seconded by Commissioner R. Evans to reconvene to the Regular Board Meeting at 7:57 p.m. The motion carried by voice vote.

7. **Approval of the Minutes:**

Commissioner McGinn made a motion, seconded by Commissioner Kinnane to approve the minutes of the July 21, 2020 Special Board meeting and the minutes of the July 28, 2020 Regular Board meeting as presented. The motion carried by voice vote.

8. **Comments from the Audience:**

None

**9. Consent Agenda:**

Commissioner Kilbridge made a motion, seconded by Commissioner K. Evans to approve the consent agenda items A-K 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. Virtual Park Tour
- B. Boiler Disconnects / M20-096
- C. HEAA Rental Contract for 2020 / M20-093
- D. NWSRA Annual Assessment R20-004 / M20-089
- E. Limited Bond Issue Ordinance O20-003 / M20-099
- F. Personnel Policy Manual Changes / M20-098
- G. Open and Paid Invoice Register: \$822,483.67
- H. Revenue and Expenditure Report and COVID-19 Impact Statement
- I. Acceptance of B&G Minutes 07/21/2020 (see August packet)
- J. Acceptance of Rec Minutes 07/21/2020 (see August packet)
- K. Acceptance of A&F Minutes 07/28/2020 (see August packet)

**10. President's Report:**

President Kaplan asked the Board to review the Executive Director Review materials submitted last month and any suggestions or comments should be submitted to Monica who will consolidate the materials and distribute those the Friday before the September 22 Board Meeting. The Executive Director Review Process will be discussed at the September 22 Board Meeting.

President Kaplan reminded the Board of the IAPD Board Self-Evaluation with Peter Murphy being held at Bridges of Poplar Creek Country Club at 6:00 p.m. on Thursday, September 3. Dinner will be provided by the staff at Bridges.

President Kaplan commended Director Bechtold and the golf staff on adding the divider screens in the golf carts in response to the COVID-19 pandemic. This strategy now allows for dual riders to do so safely.

President Kaplan noted he and the pickleball players are very appreciate of the windscreens at the Fabbriini pickleball courts and added the windscreens are very nice.

**11. Adoption of Executive Director's Report:**

Executive Director Talsma thanked his direct reports and all staff for everything that is being done across the District.

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

**12. Old Business:**

None

**13. New Business:**

None

**14. Commissioner Comments:**

Commissioner R. Evans asked about the new COVID-19 regulations for face masks in restaurants and bars and how that is impacting the golf course. Director Bechtold explained patrons will need to have their mask on while ordering food/drinks and/or when a staff member is present. Staff will be responsible for enforcing these state mandated regulations. Patrons will be asked to leave the property if they will not abide by it.

Commissioner Kinnane commended Executive Director Talsma and staff on a great job.

Commissioner McGinn noted the fishing gear donation from Cabela's was very nice.

Commissioner K. Evans noted Hap Wittkamp has been a major part of the 50+/Senior Center and he means so much to the District.

**15. Executive Session:**

Commissioner Kilbridge made a motion, seconded by Commissioner Chhatwani to recess to Executive Session at 8:10 p.m. for the purpose of:

- A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act
  - 05/26/2020
- B. Appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.

Roll Call Vote:                      Carried:              7-0-0  
Ayes:                      7 Chhatwani, K. Evans, R. Evans, Kilbridge, Kinnane, McGinn, Kaplan  
Nays:                      0  
Absent:                      0

Commissioner R. Evans made a motion, seconded by Commissioner Chhatwani to reconvene to Regular Session at 8:28 p.m. The motion carried by voice vote.

**16. Possible Discussion and Vote:**

The Board's general consensus is to move forward with the first selection and offer him/her the Community Representative vacancy and, if that does not work out, offer the vacancy to second selection.

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to offer the first selection the Community Representative position with the Recreation Committee followed by the second selection if the first does not work out. The motion carried by voice vote.

**17. Adjournment:**

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to adjourn the meeting at 8:29 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant