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**MINUTES
REGULAR BOARD MEETING NO. 1058
October 27, 2020**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on October 27, 2020 at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

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

Absent: None

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 & Facilities Bechtold, Executive Assistant Logan

Audience: Comm Rep Macdonald; Pauline Wieland; Early Childhood Program Manager Wood; Cart Attendant/Bridges Groundsworker Korth; Comm Rep Wilson (7:02); Comm Rep Winner (7:06);

2. Pledge of Allegiance:

Everyone present stood for the Pledge of Allegiance.

3. Approval of Agenda:

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

4. Recognition:

A. October 2020 Best of Hoffman:

Pauline Wieland was awarded October 2020 Best of Hoffman for initiating the clean-up of invasive plants called buckthorns along the Pine Park creek line. She established an informal group of volunteers, she has deemed Neighbors for Conversation, to help achieve her goal of removing all of the buckthorns along the creek line.

B. Employees of the 3rd Quarter:

PT: Cart attendant/Bridges Groundswoker Ted Korth was awarded for his hard work and dedication to the Bridges of Poplar Creek Country Club.

FT: Early Childhood Program Manager Natalie Wood was awarded for her virtual offerings during the COVID-19 pandemic, being a team player by adding senior programs and some special events to her workload, and for applying for a State grant obtaining over \$160,000 in grant money for the District to support wages and expenses of the child care program.

Early Childhood Program Manager Wood, Cart Attendant/Bridges Groundswoker Korth, and Pauline Wieland left the meeting.

5. Recess for A&F Committee Meeting:

Commissioner Chhatwani made a motion, seconded by Commissioner K. Evans to recess the Board Meeting at 7:09 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 R. Evans made a motion, seconded by Commissioner Kinnane to reconvene to the Regular Board Meeting at 8:01 p.m. The motion carried by voice vote.

7. Approval of the Minutes:

Commissioner Chhatwani made a motion, seconded by Commissioner K. Evans to approve the minutes of the September 3, 2020 Special Board meeting and the September 22, 2020 Regular Board meeting as presented. The motion carried by voice vote.

8. Comments from the Audience:

None

9. Consent Agenda:

Commissioner K. Evans made a motion, seconded by Commissioner McGinn to approve the consent agenda items A-L as presented.

On a Roll Call: Carried 6-0-0

Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

A. Fertilizer and Chemical 2021 Early Order / M20-116

B. Jeff Ellis Management / M20-119

C. Range Enhancement Project / M20-118

- D. First Amendment Activities Policy / M20-111
- E. Billboards Agreements and Resolutions / M20-123
- F. Cook County Coronavirus Relief Funds Resolution R20-006 / M20-122
- G. Pay Grades, Job Descriptions, Health Insurance Contribution, and 2021 Wage Increase / M20-114
- H. Open and Paid Invoice Register: \$642,641.89
- I. Revenue and Expenditure Report, Financial Analysis, and COVID-19 Impact Statement
- J. Acceptance of B&G Minutes 08/18/2020 (see October packet)
- K. Acceptance of Rec Minutes 08/18/2020 (see October packet)
- L. Acceptance of A&F Minutes 09/22/2020 (see October packet)

10. President's Report:

President Kaplan presented the idea of finding a way to recognize past Commissioner Lili Kilbridge for her years of service to the District and to formally thank her for all she has done. The Board was in favor of doing so.

President Kaplan opened the discussion to the Board on the topic of filling the current Board vacancy. Of the six Board members, two wanted to wait after the election in April 2021, two wanted to fill the vacancy immediately, and two were 50/50 on the topic. President Kaplan took a formal vote for all those in favor of temporarily filling the vacancy:

On a Roll Call: 3-3-0
Ayes: 3 Chhatwani, K. Evans, McGinn
Nays: 3 R. Evans, Kinnane, Kaplan
Absent: 0

It was concluded that a tie does not equal a pass because in order to pass it must have the majority of the Board's support, and therefore, at this time, the Board will not move forward with finding a temporary Board member.

President Kaplan noted at the November Board Meeting, New Business items will include reappointing a Vice President of the Board as well as the Vice Chair of the A&F Committee.

President Kaplan noted the Committee of the Whole Meeting will be held at 6:00 p.m. on Tuesday, November 17 remotely via ZOOM because the meeting may exceed the number of people allowed in a gathering according to the current COVID-19 guidelines. He then added and took a vote for while in mitigation to hold ZOOM meetings for the Committee/Board meetings and once Cook County is out of mitigation to hold in-person meetings.

On a Roll Call: Carried 6-0-0
Ayes: 6 Chhatwani, K. Evans, R. Evans, Kinnane, McGinn, Kaplan
Nays: 0
Absent: 0

11. Adoption of Executive Director's Report:

Executive Director Talsma provided an update on the COVID-19 mitigation: the District is still allowed to hold Recreation Programs, however, basketball has been classified as high risk. Unfortunately, this will force staff to cancel the 3v3 basketball program which had over 100 people registered.

Executive Director Talsma added staff are enforcing that if you cannot maintain six feet of social distance, you must wear a mask district-wide.

In addition, he added the District cannot have rentals exceeding 25 people.

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to adopt the Executive Director's Report as presented and supplemented. The motion carried by voice vote.

12. Old Business:

None

13. New Business:

A. Executive Director Review Process / M20-124:

Executive Director Talsma presented the final version of the Executive Director Review Evaluation Form.

Commissioner K. Evans expressed his disappointment with the review form. He noted that he would've liked to have seen more specific areas of accountability.

Commissioner R. Evans made a motion, seconded by Commissioner Chhatwani to approve the Executive Director Review form as presented. The motion carried based on the following:

On a Roll Call: Carried 5-1-0
Ayes: 5 Chhatwani, R. Evans, Kinnane, McGinn, Kaplan
Nays: 1 K. Evans
Absent: 0

B. Credentials Certificate for IAPD Annual Meeting / M20-113:

Executive Director Talsma reviewed the item noting that the delegate and alternates would attend the virtual conference.

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to recommend the Board approve the Credentials Certificate with the appointment of the delegate and 1st, 2nd, and 3rd alternates as follows:

Delegate: Ron Evans – Assistant Secretary/Commissioner

1st alternate: Keith Evans – Treasurer/Commissioner

2nd alternate: Pat McGinn – Commissioner

3rd alternate: Pat Kinnane - Commissioner

Motion carried by voice vote.

14. Commissioner Comments:

Commissioner McGinn thanked staff for keeping up with the COVID-19 pandemic changes.

Commissioner K. Evans expressed how happy he is to be having this meeting in the Hap & Jan Wittkamp Senior Center (following the formal designation of the Hap & Jan Wittkamp Senior Center at 6:30 p.m. on October 27).

Commissioner Kinnane commended Director Hopkins on a nice job on the salary wages and research conducted in order to complete the employee salary wages. He added the NRPA Conference has been very informative thus far.

Commissioner R. Evans noted the Drive-Boo Trunk or Treat looked like a huge success and congratulated staff. He added a congratulations to Director Bechtold on selling out the Turkey Shoot event.

Commissioner Chhatwani noted the Drive-Boo Trunk or Treat event was very well put together. She added a thank you to staff for their hard work and asked all to stay safe and healthy.

President Kaplan thanked staff for going above and beyond during this very difficult year. He added that while economically raises aren't in the picture, it is no indication of the Board's opinion of the staff's performance over this last year.

15. Adjournment:

Commissioner Chhatwani made a motion, seconded by Commissioner R. Evans to adjourn the meeting at 8:28 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma
Secretary

Monica Logan
Executive Assistant