

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
EMERGENCY MEETING: COVID-19 ~ MARCH 16, 2020**

**CALL TO ORDER** – At 4:00 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners’ emergency meeting to solely discuss the COVID-19 pandemic.

**ROLL CALL** – Commissioners attending were Don Peasley, Gary Nodine, Laura Duffer, Dave Perring and Bob Thomas. No one was absent. Attending from the Park District were Abby O’Brien, Vern Haseley and Angie Coombs. Jennifer Prather and Jaylee Swinford were absent.

**DISCUSSION:**

- A. Abby provided the Board with a copy of the letters she prepared:
  - 1. Letter to the Public.
  - 2. Letter to all Staff.
- B. Don inquired about any room reservations scheduled for the near future.
  - 1. Abby stated that the Red Cross Blood Drive is scheduled for Wednesday, March 18th.
    - a. Gary asked if the Red Cross had canceled it yet.
    - b. Gary had seen a mobile unit receiving donations in Sherman earlier that day.
  - 2. Laura stated that ALMH ER had been steadily busy all day.
- C. Abby shared her suggestions, for which she spoke with surrounding Park Districts about their plans.
  - 1. She recommends closing the facility to the public March 17<sup>th</sup> – 31st.
    - a. Administrative staff will report to work as usual.
    - b. Abby was requesting input regarding the Part-Time staff.
      - 1) Bob stated that IDES benefit guidelines were to be adjusted for the pandemic.
      - 2) Gary stated that non-working Part-Time staff would be eligible to apply.
  - 2. Abby stated that Jennifer has spoken with the Aerobics Instructors about classes being posted online.
    - a. They will be available via the Park District Website and Facebook page.
    - b. Each instructor will be allowed to be paid for up to 4 classes contributed each week.
  - 3. Gary queried about the Part-Time staff’s loss of hours/pay.
    - a. Abby stated that she is mostly worried that there are a few that will suffer.
    - b. Gary suggested offering the Part-Time staff hours to come in and clean the facility.
    - c. Abby stated that she had thought of that but wanted Board approval before relaying the offer to the staff.
    - d. Bob and Dave both stated that no one should be here by themselves, nor at night.
    - e. Abby stated that she would create a list of duties for staff to clean in the facility.
- D. Abby informed the Board that Gilbert Gandenberger, of the Lincoln Area YMCA, had contacted her with a request.
  - 1. Gilbert was requesting Park District assistance to provide childcare for first responders in the community.
  - 2. The Board reached a consensus that the Park District is not licensed to be a childcare facility.
  - 3. Abby stated that the staff would potentially put at more risk on contracting COVID-19.

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- E. Abby informed the Board that she had some recommendations on the actions to be taken regarding scheduled Spring activities:
1. Easter Egg Hunt will be canceled.
  2. Music Lesson participants will be reimbursed for remaining sessions, with a choice of voucher eligible to be redeemed for other activities.
  3. May need to offer refunds or vouchers for programs that have not yet started, depending on length of closure.
  4. Summer Ball League is scheduled to start practice in April and games begin in May.
    - a. The scheduling meeting is scheduled for mid-April.
    - b. May be able to push back the start of the season/avoid complete cancelation.
- F. The Board came to an agreement that the situation will need to be reassessed.
- G. Next meeting is scheduled for Monday, March 30<sup>th</sup>, 2020 at 4:00pm.

**ADJOURNMENT:** Seeing no further business the Board unanimously decided to adjourn the meeting. Adjournment: 5:00 P.M.

**NEXT MEETING:** The next meeting date will be Monday, March 30, 2020 at 4:00 P.M.