

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
COVID-19 ~ MARCH 30, 2020**

CALL TO ORDER – At 4:03 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners’ meeting to solely reassess the COVID-19 pandemic.

ROLL CALL – Commissioners attending were Don Peasley, Gary Nodine, Laura Duffer and Dave Perring. Bob Thomas 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 stated that the Governor’s Stay At Home Mandate had been extended from April 8th to April 30th.
- B. Staff currently working; remotely or on the premises are:
 - 1. Vern & Tony: continue to maintain the facility and grounds, per usual.
 - 2. Jen and Jaylee; have been working from their homes:
 - a. Programs have had to be canceled or rescheduled.
 - b. Participants have been contacted regarding either rescheduling, refunds or credits.
 - 3. Angie has been working in the office, as usual.
 - 4. I have been splitting my time between working from home and the office.
 - 5. Chris and Brandy are currently using their paid time off.
 - a. Dave inquired if any staff have applied for IDES benefits.
 - b. Abby stated that letters had been sent to all staff with that information as well as contact information to apply for assistance with water and electric bills.
- C. Abby stated that she had verified with Angie that payroll is safe for now, but there are concerns if the mandate is extended further.
 - 1. Dave inquired if any of the programs the news talks about is a possibility.
 - a. Angie stated that she and Abby had sat in a webinar provided by IAPD last week.
 - b. The Park District has very limited options because it is a municipality.
 - 1) It was pointed out that the mandate is not an official Quarantine.
 - 2) This is a factor when municipalities are eligible to apply for assistance.
 - 2. Abby expressed concern that paid time off would be exhausted for a few of the staff.
 - a. Don stated that they should use what they have, if they don’t want to apply for IDES.
 - b. Dave stated that the Board can revisit the issue once the mandate is over and there is a definitive time to review.
- D. Regarding May events/programs:
 - a. Abby stated the pool opening process will begin as usual, with a tentative open date of Memorial Day, which is at the end of May.
 - b. Summer league was still tentatively scheduled to begin as usual, pending updates.
 - c. Any participants wanting a refund would be offered a voucher option, valid for any Park District membership or program.
- E. Don mentioned that the City and County had posted that their parks would be closed to the public and would be marking off the play equipment that day.
 - 1. Abby stated that she had used social media at the start of the Governor’s mandate to notify the community about Park District parks being closed.

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2. Once the mandate term was extended, she took signs to each park to post the notice.
- F. Abby reported that Jeff had requested approval to come in to clean during the closure.
 1. Don and Gary both stated that no one should be on the premises alone, nor at night.
 2. Angie stated that she had proposed to Abby that the restrictions be lifted a little once we have a confirmed open date to allow some staff to come in and finish cleaning.
- G. Gary inquired about the status of the Fit Zone floor project.
 1. Abby stated that she had contacted the company to inquire about how long it would take for the materials to be available.
 2. The Board reached a consensus that, if the company was available and could procure all the needed materials, the closure would be the ideal time to schedule the work.
- H. The upcoming regular, monthly board meeting was mentioned.
 1. Angie pointed out that if all the commissioners and staff came, the number in attendance would be 10.
 2. One option is that perhaps Jaylee and Jennifer submit written reports, which would leave 2 seats open in case a member of the public wish to attend.
 3. The Board agreed to this plan.

ADJOURNMENT: Seeing no further business the Board unanimously decided to adjourn the meeting. Adjournment: 4:20 P.M.

NEXT MEETING: The next meeting date will be Wednesday, April 8, 2020 at 6:00 P.M. in the Craft Room.