

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
FEBUARY 10, 2021**

CALL TO ORDER – At 6:00 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners’ monthly business meeting.

ROLL CALL – Commissioners attending were Don Peasley, Laura Duffer, Gary Nodine, and Dave Perring. Bob Thomas was absent. Attending from the Park District were John Andrews, Vern Haseley, Jennifer Prather, Jaylee Swinford, and Angie Coombs. None were absent.

VISITORS – None.

MINUTES OF MEETING – Minutes of the January 13, 2021 meeting were presented. Don asked if there were any questions, comments, or suggested changes. Since there were none, Laura Duffer made the motion to approve the minutes as presented, Gary Nodine moved to second it, which passed after a unanimous, roll-call vote.

ACCOUNTS PAYABLE – The operating expenses were submitted for approval in the following funds:

GENERAL	-	\$	4,635.06
RECREATION	-	\$	2,021.96
CAPITAL IMP.	-	\$	1,905.47

Don inquired about the check listed as payable to American Waste, which Angie verified was D&D Sewer’s parent company. Don proceeded to ask if anyone had any other questions about the listed Accounts Payable. Laura Duffer made the motion to approve Accounts Payable, which was seconded by Gary Nodine. The motion passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of January 31, 2021.

GENERAL	-	\$	122,038.98
RECREATION	-	\$	(2,011.15)
CAPITAL IMPROVEMENT	-	\$	98,207.15
AUDIT	-	\$	3,581.13
LIABILITY	-	\$	96,403.43
2014 DEBT CERT.	-	\$	22,045.40

DIRECTOR’S REPORT – JOHN ANDREWS

- The Rotary’s choice of wheelchair swing and the required pad’s estimate came in at \$17,500.00. I went to the Rotary meeting, where it was reported that approximately \$4,500.00 had been earmarked for the project. However, I was asked if the Park District would mind if the Rotary created a GOFUNDME.com page to help them raise additional funds for the project. Rotary would like to hold a few fundraisers to help offset the cost of the installation and swing. Don asked the Board if they had any questions or comments. Dave queried as to how much the pad and its installation was quoted to be in the estimate. John stated that around \$10,000.00 was just for the pad, which Vern verified that the tiles were more expensive than the pad to be installed under them. Gary inquired about the life expectancy of the pad/tiled area. Vern did not have that information at hand but did continue to explain the installation process and pad details. The tiles measured 2-foot squares, which are 2 inches thick, and interlock with each other. The area underneath the

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tiles must be prepared with compacted gravel/limestone or a concrete slab, and the ADA required pad measures 32-foot square area. The preferred design includes 2 swing spaces, one of which will be the platform swing that has its own moveable ramp. Dave inquired about the grass to concrete ratio, which Vern stated would be 2-0" gradient. Gary questioned if a path would be installed so that patrons could easily travel the distance from the parking lot to the pad. Vern stated that a limestone path would be added.

- By Design Landscaping sent me the estimate for the work Abby had planned for this spring, which incorporates the Front Entrance area to the right of the main entrance to the driveway entrance. I have not yet spoken to Jason about the new Fit Zone parking lot yet, but he mentioned Abby had spoken to him about it. Gary inquired about the estimate provided, which John verified had a list of plants. Vern stated that he had agreed to help Jason service a piece of equipment for a \$500 discount on the spring work.

- I spoke with the County Health Department, and we have scheduled to make our facility available for them to hold a COVID-19 Vaccine clinic on Saturday, February 13th. Don inquired if the attendees would be utilizing the Front Office or the Fit Zone, which John verified that the Front Desk would be open for this event. Gary questioned if the event would be held in the Ballroom, to which John stated that it would be held out on the courts where there is more room.

- I have begun looking for someone to help upon the grounds this summer, for which I do have a candidate. We have a local lad, who is currently working on an internship via Lincoln College, that is interested in working for us this summer.

- We purchased a refurbished Elliptical for the Fit Zone. Troy purchased the old one for \$250. Don asked how much a brand-new piece would cost in comparison to the refurbished. John stated that we spent \$2,700 compared to \$10,000 for a new unit.

- WLCN contacted me about sponsoring a LCHS Girls' Basketball Game for \$50.00 this season.

- Adam Schmidt contacted me regarding our (electric) contract with Constellation New Energy. This is the last year of our 3-year contract and he inquired if LPD would be interested in signing another 3-year, with the rate being slightly under the current ones. Laura asked if there was a timeframe to decide? Don and Gary both agreed that they thought it a good idea to approve another 3-year contract.

OPERATIONS REPORT – VERN HASELEY

- Vern stated that he and Tony have been busy cleaning the shop and working on equipment.

- The Front Entrance has had the ceiling fixed and been completely repainted.

PROGRAM REPORT – JAYLEE SWINFORD

- Paint classes have opened registration for in-person classes again and are going well. We have one class already full and have added another day, which is almost full.

- I have been working with Angie to get our online registration and payment options up and running, which the public seem to appreciate.

- Pickle Ball League (6-week program) registration opened on Monday and we have had 18 participants register, 10 of which are new. This is one of the programs that we have provided online registrations and payments.

- This year's Sweetheart Dance for Valentine's Day was a little different. I promoted a "Dance Kit" as "to-go" option, which I sold for \$10 each. We had 10 kits purchased.

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- I have begun conversations with the Tremont Baseball/Softball league for this season. Gary inquired about the ages, which Jaylee verified for him. Then Gary asked about the State's guidelines regarding COVID-19, which Jaylee confirmed that the current Phase allows for the teams to play. However, there may need to be adjustments regarding the dugouts, which she will research prior to the first games. Jaylee then stated that Decatur has been in contact regarding the 14U team.
- I have a St. Patrick's Day online trivia event planned, where our social media followers have a chance to participate for entry into the contest.
- Northwest School and I have coordinated a Valentine's Day event for residents of Generations. The students can fill out an online form with a message that will be included in a valentine card for a resident. I have received around 100 submissions so far.
- I have been working with Kaleia, an LC interns, a little more; reviewing our programs and what is included in the creation, scheduling and promotion.
- Lincoln College will be working with me to offer music lessons this spring.
- Ballroom Dance lessons are in discussion for another session to be offered soon.
- Generations has also expressed their interest in sponsoring an Easter event this year. Gary inquired if forms have been circulated for the Baseball/Softball/Tee Ball registration yet. Jaylee stated that, per her conversation with Tremont, the registration has been delayed a little. The Tremont league does not plan on starting the season until school is out for the summer, which is almost a month behind the usual start date. John stated that there should be more information from the State regarding COVID-19 guidelines by then.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance was 123 for the last week of January, since it was prohibited the first 3 weeks, per the mandate. The members are excited to be back, but it has been hard to get the evening class attendance to increase.
- Laura was kind enough to donate a massage as a promotion to increase attendance.
- The members-only Facebook page was started in January, which had 67 participants. This page gives members, including those that purchase the virtual passes, exclusive access to our fitness videos online. Non-members have limited access to the few online workouts posted on our public page. So far, we have sold 3 virtual memberships, which provide 3 months of access for \$60.00.
- We had 8 participants for our annual Football Frenzy event.
- I have included Melissa's report from her past 2 weeks of the internship for your review. She is required to submit reports to her instructor about what she is doing and learning on site.
- Our HIIT Fire class ends this week.
- We will be offering another Spring into Action next, which cost \$40 and includes a month's Full Access Pass.
- Mad Dog Athletics has requested to schedule another Spin® Certification at our facility. We will be credited one certification. Gary inquired if the bikes would be set up out on the courts for the event, which Jennifer stated that they will be set up in the Ballroom for the event.
- We have purchased some new Nutrition Supplements because some of our previous inventory has been discontinued. The new product has been well received and I have already had to order more to restock.
- Our new Personal Trainer will be offering another Weights 101 class.
- Melissa will be working on the March aerobic schedule.

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- After speaking with Chris Graue, I am unsure if there will be a Pigs-N-Swigs event this summer. I am looking to schedule a 5K around another community event or just holding a 5K for the Park District alone.
- I have been preparing for the possibility of having water aerobics this summer.

CORRESPONDENCE: None

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Exterior Water Main:
 - a. Don asked if LPD was eligible to purchase the insurance offered from the company that residents can if they have an account with Illinois American Water.
 - 1) Angie stated that she had just received a letter for her residential account regarding that issue.
 - b. Vern asked Angie to bring in the document so that he could inquire about commercial properties and what those rates would be if possible.
2. Rotary Playground equipment installation:
 - a. It was asked when Rotary would be starting the GOFUNDME.com campaign, which John was not sure of that date.
 - b. Dave inquired if the Board should cap the amount to be spent on the project if a motion to approve is going to be made.
 - c. Don stated that he would also check with other local organizations such as the Kiwanis and Elks to see if they would like to donate to the project.
 - d. Gary stated that he will check with the local Masonic Lodge.
 - e. Dave Perring made the motion to approve the \$17,500.00 cost of the ADA Swing Project in collaboration with the Rotary Club, with the balance paid by the Park District not to exceed \$11,000.00 after all donations have been received. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
3. Exchange Club Park:
 - a. Vern recommended dismantling the slides and leaving the swings, which will need to be repainted and parts replaced.
 - b. The total project is estimated to cost around \$24,000.00.
 - 1) The cost includes the timbers and mulch needed as well as the equipment and labor to replace them.
 - 2) Don and Gary both inquired as to whom would be doing the labor/installation, which Vern verified that the Playground Equipment Company also installs it.
 - c. Laura Duffer made the motion to approve \$25,000.00 to replace the playground equipment at Exchange Club Park. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

B. COVID:

1. John stated that all cleaning protocols were still being practiced.
2. Shower stalls have been reopened per the State's Phase guidelines and are being sanitized as recommended.
3. Don inquired about the sauna, which Angie verified that the State specifically states that Saunas are to currently remain closed within the current Phase/Tier.

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C. Don inquired if there was any other Unfinished Business, to which Vern inquired about the State's current stance on pools.

1. John stated that he had spoken with Ryan Pnakovich, of IPARKS, to discuss the issue of pools and concession stands.
2. Ryan informed John that there were no specific restrictions listed for concession stands and that he believes that pools will be able to be open.
3. Don suggested waiting until next month when there will hopefully be more information available from the State regarding the guidelines and restrictions.

NEW BUSINESS:

A. Credit Card:

1. Angie stated that changing the names on the company card has been put on hold due to the change-over at State Bank.
2. Also, it would be prudent to wait until the new Executive Director has been hired to avoid having to make additional changes.
3. The Board agreed to wait until the position has been filled before proceeding in procuring a new credit card.

EXECUTIVE SESSION:

Dave Perring made the motion to enter executive session to discuss the search to fill the position of Executive Director and other employee matters. Laura Duffer moved to second the motion, with passed after a unanimous, roll-call vote. The Board entered Executive Session at 6:45 P.M. and exited the meeting at 7:34 P.M. John stated that the Board has decided to hold the interviews on Tuesday, February 16th, 2021 at 6:00 P.M. at the Front Office. Don asked Angie to please post the notice of the meeting by Friday, February 12th both upon the website and within the facility. Don stated that John will call the candidates to schedule the interviews for that evening.

ADJOURNMENT: Seeing no further business, Laura Duffer made the motion to adjourn the meeting, Gary Nodine seconded, and the motion carried. Adjournment: 7:40 P.M.

NEXT MEETING: The next meeting date will be Wednesday, March 10, 2021 at 6:00 P.M.