

**Vernon Hills Park District
Minutes of the Regular Board Meeting
November 19, 2009 - 6:00 pm**

1. **Call to Order.** The regular meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:07 pm at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
2. **Roll Call.** Present: Commissioners Doerhoefer, Meline, Robbins and Ballowe. Staff –Jeff Fougerousse, Marla Pineiro, Tom Ritter, Orin Main, Cheryl Baron, and Ruth Horndasch. Others present: Resident Cindy Kessler, Sarah Hezlep of Knutte & Associates and Carol Sente and Jake Davis of SRBL Architects.
3. **Pledge of Allegiance.** President Ballowe led the Pledge of Allegiance.

4. **Omnibus Vote Agenda**

A. Minutes of the Regular Board Meeting of October 22, 2009 and Minutes of the Special Board Meeting of October 10, 2009.

B. Payables (less Grainger) & Payroll through November 19, 2009 in the amount of \$301,986.37

Motion by Commissioner Robbins to approve items A & B of the Omnibus Vote Agenda. Second by Commissioner Doerhoefer.

Ayes: Commissioners Meline, Robbins, Doerhoefer, and Ballowe

Nays: None Motion carries

5. **Welcome to Visitors and Guests - Public Comment Period** – No residents in attendance.
6. **Financial Reports for the Period Ending Oct. 31, 2009** - Financial reports were accepted for file and audit.
7. **Reports/Communication**
 - A. **Executive Director– Jeff Fougerousse** – Report attached.
 - B. **Finance and HR Superintendent – Marla Pineiro** – Report attached.
 - C. **Recreation Superintendent – Tom Ritter** – Report attached.
 - D. **Parks Superintendent – Orin Main** – Report attached.
 - E. **Communications Manager – Cheryl Baron** – Report attached.
 - F. **Commissioner/Committee Reports and Communications** –
 - 1) **Park District/Village Liaison Committee – Commissioners Ballowe** – No report.
 - 2) **Park District/ School Dist73 Liaison Committee – Commissioner Meline** – No report.

G. Board Correspondence

President Ballowe stated that the District received a letter from Brookdale Hawthorn Lakes thanking the District for installing the bronze statue by their building facing the lake.

President Ballowe stated that New Business items would be addressed in a different order to accommodate presenters.

8. New Business

D. FY 2009 CAFR Presentation – Knutte & Associates

Sarah Hezlep of Knutte & Associates complimented Supt. Pineiro for her excellent work on the audit. Ms. Hezlep then proceeded to summarize the audit for the Park Board. Ms. Hezlep explained that the District received a deficiency in internal control due to the District maintaining accounting records on a cash basis verses an accrual basis. Ms. Hezlep stated that no change would be needed in the District's accounting practices but to note that the District will not be in full accordance with GAAP if the District chooses to maintain accounting records on a cash basis. Commissioner Robbins disagreed with the auditor's deficiency notice and believes that as long as staff is qualified to make accrual entries the auditor can make journal entries without being deficient.

A. Illinois Association of Park District Annual Business Meeting Credentials

President Ballowe asked for Park Board volunteers for a District delegate and alternate for the 2010 IAPD Annual Business Meeting on Saturday, January 30, 2010 at 3:30pm in the Grand Ballroom, 2nd Floor, Hilton Chicago. After a brief discussion Commissioner Doerhoefer agreed to be the District's delegate and Commissioner Robbins agreed to be the 1st Alternate. Motion by Commissioner Meline to approve Commissioner Doerhoefer as the IAPD Annual Business Meeting delegate and Commissioner Robbins as the 1st alternate. Second by Commissioner Doerhoefer.

Ayes: Commissioners Robbins, Meline, Doerhoefer and Ballowe

Nays: None Motion carries

B. Culver's Concession Agreement

President Ballowe stated that the concession agreement between ANI Group, LLC (Culver's) has been reviewed by the District's attorney Charlene Holtz and that the contract is in order and ready for Board approval. Motion by Commissioner Doerhoefer to approve the Family Aquatic Center Food and Beverage Concession Agreement Contract between the Vernon Hills Park District and ANI Group, LLC. Second by Commissioner Robbins.

Ayes: Commissioners Robbins, Doerhoefer, Meline and Ballowe

Nays: None Motion carries

E. Green Study Presentation – SRBL Architects

Executive Director Fougousse gave an overview of the processes that went into conducting the Green Study and stated that this study was donated by SRBL Architects. President Ballowe then invited Carol Sente and Jake Davis of SRBL Architects to give their Green Study Presentation to the Board. The presentation included benchmarking the Park District's current "green" status, an overview of the facility study purpose and parameters, and option summary charts that included observations and recommendations for the District.

C. W.W. Grainger Invoices Payable

Motion by Commissioner Robbins to approve the W.W. Grainger invoices in the amount of \$616.96. Second by Commissioner Meline.

Ayes: Commissioners Meline, Robbins and Ballowe Abstention: Commissioner Doerhoefer

Nays: None Motion carries.

9. Commissioner Comments

A. Commissioner Ballowe – No comment.

B. Commissioner Doerhoefer – No comment.

C. Commissioner Meline – No comment.

D. Commissioner Robbins – No comment.

10. Adjournment

Upon proper motion and second, the Board voted unanimously to adjourn the meeting at 7:19 p.m.

Jeff Fougrousse, Park Board Secretary

James E. Ballowe, Park Board President