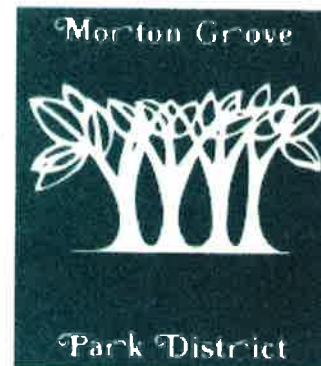


Morton Grove Park District

6834 Dempster Street • Morton Grove, Illinois • 60053 847/965-1200



Morton Grove Park District
6834 Dempster, Morton Grove, IL 60053
Minutes of the Committee of the Whole
Held on September 7, 2016 at 6:30pm

Commissioner Staackmann called the meeting to order at 6:35pm.

Commissioners Present: Dan Ashta, Mark Manno, Georgianne Brunner and Dan Staackmann.

Commissioners Absent: Eileen Coursey

Staff Present: Jeff Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Laura Kee, Superintendent of HR and Risk Management; Greg Jayne, Superintendent of Parks & Facilities, Joe Bruntmyer, Superintendent of Recreation and Claudia Marren, Executive Administrative Assistant

Guests Present: Eric Poders, Morton Grove Voice/resident

Public Comment: None.

Administration and Finance Committee – Commissioner Ashta, Chair

Travel, Meals and Lodging Policy: Director Wait presented the Board with the new Travel, Meals and Lodging Policy which is now required under the new Local Government Travel Expense Control Act. Once adopted, all Board members travel, meal and lodging expenses must be accompanied by proper documentation and be approved by a roll call vote of the public body at an open meeting. Employee expenses above \$750.00 must also be approved by a roll call vote at an open meeting. The Commissioners thought \$750.00 was a reasonable amount.

Prospective Board Member Policy: Director Wait explained the Park District would like to adopt a Prospective Board Member Policy which will include a short history of the Park District, a chain of command, the current fiscal year calendar along with instructions on filing nominating papers. The Commissioners made several minor changes. The new policy will be included in the updated Board of Commissioners General Practices Manual.

Information Technology (IT) Coordinator: Director Wait suggested the Park District hire a part time IT person to help save costs and improve service and productivity. The Commissioners asked to table this discussion and asked staff to research the possibility of job sharing with near-by municipalities or businesses.

Review of Closed Session Minutes and Verbatim Recordings: Pursuant to the Open Meetings Act 120/2c(21), a semi-annual review of all previous closed session minutes must be conducted. The Commissioners went into closed session to discuss which closed session minutes should be released and which closed session verbatim recordings could be destroyed.

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

At approximately 7:02pm Commissioner Ashta made a motion, seconded by Commissioner Brunner to go into closed session in accordance with the Open Meetings Act section 120/2.(c)(1), 120/2(c)(11) and for section 120/2.(21). **Ayes: Commissioner Ashta, Brunner, Manno and Staackmann. Nays: 0. Absent: Coursey. Motion Carried.**

Closed session ended at approximately 7:43pm.

No action was taken during closed session.

Commissioner Ashta made a motion, seconded by Commissioner Manno, to adjourn the Committee of the Whole meeting. **Motion carried by voice vote.**

Meeting ended at approximately 7:44pm.



Daniel J. Staackmann, Board President



Jeffrey Wait, Board Secretary