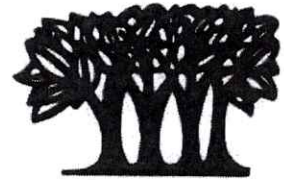


Morton Grove Park District

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



**MORTON GROVE
PARK DISTRICT**

Minutes of the 880th Board Meeting
March 19, 2025
Held at Prairie View Community Center

- I. **Roll Call:** Commissioner Khan called the meeting to order at 6:30 pm.

Commissioners Present: Mazhar Khan, Kelly Russell, John Liston, Lisa Rathunde, and Paul Minx.

Commissioners Absent: None

Staff Present: Jeffrey Wait, Executive Director; Martin O'Brien, Superintendent of Finance; Keith Gorczyca, Superintendent of Parks and Maintenance; Michelle Trevino, Human Resources and Risk Manager; Sarah Lindahl, Recreation Supervisor; and Luisa Brown, Recording Secretary.

Guests: Rita Minx, Village of Morton Grove

Attorney Present: None

- II. **Pledge of Allegiance:** The pledge of allegiance was recited.

- III. **Additions/Changes to the Agenda:** None

- IV. **Citizens' Comments on Agenda Items/Correspondence:** None.

- V. **Consent Agenda:**

Commissioner Liston made a motion, seconded by Commissioner Minx, to approve:

- a. The minutes from the Board Meeting held on February 19, 2025.
- b. The Financial Reports:
 1. The Cash Summary and Revenue and Expenditure Report dated February 28, 2025.
 2. The Invoice Distribution Report for the period ending February 28, 2025, in the amount of \$184,743.60.
 3. Monthly Budget to Actual report dated February 28, 2025.
 4. Card Service Report dated February 28, 2025.

Ayes: Commissioner Rathunde, Russell, Minx, and Khan. Abstain: Commissioner Liston.

Nays: 0. Motion carried.

- VI. **Director's Report:** Director Wait stated the deadline to purchase 2025 pool passes at the 2024 rate has been extended to April 15th. Wait mentioned that he and Superintendent Gorczyca had a pre-construction meeting regarding Palma Lane Park with Upland Design. Upland Design will begin construction on Palma Lane on April 14th and hopes to have the project completed in mid-to-late July. Wait announced that the District will be hosting a blood drive on April 5th from 8:15 am-12:00 pm.

- VII. **Attorney's Report:** The report wasn't sent prior to the meeting. Wait said he would notify the District's Corporate Council for their report.

VIII. **Village Liaison Report:** None.

IX. **Department Heads' Report:** Superintendent Gorczyca stated that phase two of the court renovation project is underway with a hopeful start date of April 15th. Gorczyca mentioned that all the maintenance staff attended the iLandscape show. This is an annual show that showcases all the new equipment, suppliers, and vendors for the upcoming season. Lastly, Gorczyca informed the Commissioners that all new LED fixtures have been installed at the PVCC gym.

Superintendent O'Brien stated that the finance department is working with IDNR to close out the OSLAD grant for the Oketo playground. The District is expecting a grant reimbursement of approximately \$400,000. O'Brien mentioned that the financial auditors are still working on financial statements. This is an annual process that state law requires the District to do. Lastly, O'Brien reminded commissioners to complete the Cook County Ethics statements, which have been emailed to their accounts.

Superintendent Braubach stated that summer camp registration started March 3rd with strong enrollment. Recreation Supervisor Tessa Shorten has hired all pool cashiers and is still looking for a few more lifeguards. Braubach announced that the District's Spring Dance Recital will be on May 17th at Maine East High School. Lastly, Braubach explained that Club Fitness will be starting a new CrossFit training class.

X. **New Business:**

a. **Administration and Finance Committee – Commissioner Liston, Chair**

Camp and Early Childhood Programming: Recreation Supervisor Sarah Lindahl gave a presentation regarding Camps and Early Childhood Programming for the year 2025.

Annual Board Training Session: Human Resources and Risk Manager Michelle Trevino presented a training session to the board on the topic of gift bans.

Commissioner Khan called for a break in the meeting at 6:58 pm. The meeting continued at 7:04 pm.

Update Commissioners' Use of Facilities and Programs Approval: Commissioner Liston made a motion, seconded by Commissioner Minx, to approve changes to the Administrative Manual section 1.14 - Commissioner Use of Facilities.

Ayes: Commissioners Rathunde, Russell, Minx, and Khan. Abstain: Commissioner Liston. Nays: 0. Motion carried.

Meals, Travel, and Lodging for O'Brien Approval: Commissioner Liston made a motion, seconded by Commissioner Minx, to approve the estimated travel expenses for Superintendent O'Brien in the amount of \$1,235 to attend the Annual GFOA conference.

Ayes: Khan, Liston, Russell, Rathunde, and Minx. Nays: 0. Motion carried.

Update to Nepotism Policy Approval: Commissioner Liston made a motion, seconded by Commissioner Minx, for the Board of Park Commissioners to approve the changes to the District's Nepotism Policy.

Ayes: Commissioners Liston, Russell, Rathunde, Minx, and Khan. Nays: 0. Motion carried

Update to Vacation Policy for Part-time Employees Approval: Commissioner Liston made a motion, seconded by Commissioner Minx, for the Board of Park Commissioners to approve the changes to the District's Vacation Policy.

Ayes: Rathunde, Russell, Minx, Liston, and Khan. Nays: 0. Motion carried.

XI. Public Comment on Non-Agenda Items: None

XII. Commissioner Comments:

Commissioner Liston: Thanked Human Resource Manager Michelle Trevino and Recreation Supervisor Sarah Lindahl for their great presentations. Liston also welcomed Commissioner Russell to the Board.

Commissioner Minx: Thanked Human Resource Manager Michelle Trevino and Recreation Supervisor Sarah Lindahl for their great presentations.

Commissioner Rathunde: Thanked Human Resource Manager Michelle Trevino and Recreation Supervisor Sarah Lindahl for their great presentations. Rathunde also stated she is looking forward to a wonderful summer.

Commissioner Russell: Thanked Human Resource Manager Michelle Trevino and Recreation Supervisor Sarah Lindahl for their great presentations.

Commissioner Khan: Thanked the entire staff for all their hard work.

XIII. Closed Session: Commissioner Liston made a motion, seconded by Commissioner Rathunde, for the Board to move into closed session in accordance with the Open Meetings Act section 120/2(c)(1) and section 120/2(c)(21).

Ayes: Commissioners Liston, Rathunde, Minx, Russell, and Khan. Nays: 0. Motion carried.

The regular meeting reconvened at 7:32pm.

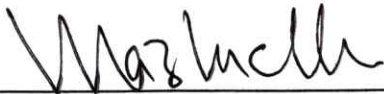
XIV. Approval of Closed Session Minutes: Commissioner Liston made a motion, seconded by Commissioner Rathunde, to approve the February 19, 2025 closed session minutes.

Ayes: Commissioners Minx, Liston, Russell, Khan, and Rathunde. Nays: 0. Motion carried.

XV. Adjournment: Commissioner Liston made a motion, seconded by Commissioner Russell, to adjourn the meeting.

The motion carried by voice vote.

The meeting ended at approximately 7:34 pm.



Board President, Mazhar Khan



Board Secretary, Jeffrey Wait