

Minutes of the Regular Meeting of the Board
Of Commissioners of the Zion Park District
Lake County, Illinois held at the
Leisure Center in said District at 7:00 P.M.
On The 18th Day of September, 2014

President McDowell called the meeting to order at 7:02 p.m. and asked for the roll call. The following Commissioners were present: Buchholtz, Pye, and Magiera. Also present for the meeting were: Director of Parks and Recreation Krieger, Superintendent of Administrative Services Bradley, Superintendent of Recreation Petersen, Superintendent of Parks Pushee, and Museum Director Angelos.

Guests in attendance included Abdullah Khan from the District's audit firm, Knutte & Associates, P.C.

Commissioner Magiera, seconded by Commissioner Pye, made a motion to approve the minutes, as presented, of the Regular meeting held on August 21, 2014, and the minutes of the Personnel and Finance Sub-committee meeting also held on August 21, 2014.

With a voice vote; Commissioners Buchholtz, Pye,
Magiera and President McDowell voted aye.
President McDowell declared the motion carried.

The District's finances were presented by Assistant Treasurer Bradley during the Personnel and Finance sub-committee meeting that was held immediately prior to the board meeting. A motion was made by Commissioner Pye, seconded by Commissioner Magiera, to approve and pay the bills dated August 31, 2014 as listed in the amount of \$103,169.10.

Upon a roll call; Commissioners Buchholtz, Pye, Magiera, and
President McDowell voted aye.
President McDowell declared the motion carried.

President McDowell asked for agenda deletions or adjustments. He decided that agenda item #9, "approval of the audit," be moved up to follow the "commissioner comments."

Commissioner Buchholtz complemented Museum Director Angelos and his staff on the camera work for the Labor Day Parade. He also complemented the Park District maintenance staff on the cleanliness of the parks and other areas surrounding the parade route. President McDowell mentioned that the Community of Character Walk was successful and positive. All the commissioners agreed and discussed the event's large turnout and success.

Abdullah Khan discussed the audit process and audited financial statements for the fiscal year-ended April 30, 2014. He explained that each year different audit staff is on-site to conduct the audit. He discussed the firm's audit testing, internal control evaluation, and fieldwork procedures. Abdullah was pleased to mention that he and his team encountered no challenges in obtaining requested information or conducting the audit. In his review and explanation of the financial statements, Abdullah highlighted the accumulated deficit in the Recreation Fund and ongoing losses in the enterprise funds. He also noted positive financial aspects such as the District's ability to reduce expenses over the prior year, its relatively minimal amount of long-term debt, and its high ratio of assets to liabilities.

A written report by Director Krieger highlighting the month's activities was submitted to the Board prior to the meeting. During the meeting Director Krieger commented on the following items described in her report: date change of the October meeting, approval of the HVAC project, and Jubilee Days. Director Krieger also mentioned that she will be hosting a wrap up meeting to discuss the Community of Character Walk and the committee will begin discussions about next year's Walk.

Director Krieger presented a revised policy for facility and program use by part-time staff. She explained the changes which primarily included that part-time staff will now be required to pay 30% of Park District programs fees that were previously free of charge. Director Krieger explained how the District will generate an eligible employee list based on hours worked during a pay period to monitor the policy. Other policy language regarding facility rentals was left unchanged as it allows for flexibility, dependent upon the event.

Commissioner Pye, seconded by Commissioner Buchholtz, made a motion to approve the revised Facility Use Policy for part-time staff, as presented.

With a voice vote; Commissioners Pye, Buchholtz, Magiera and President McDowell voted aye.
President McDowell declared the motion carried.

Director Krieger presented a revised policy to clarify use of the District's golf courses by all staff and commissioners. She explained the employees' golf benefit and mentioned that free commissioner golf is to be used for the evaluation of the course. Commissioner Pye questioned why part-time golf course employees have additional golf privileges. Director Krieger explained the additional privileges have always been offered at Shepherd's to attract a certain type of individual that has an interest in golf. Additionally, Director Krieger explained that new language in the golf policy eliminates the "twelve use pass" for commissioners, as those passes no longer exist. President McDowell commented that the right action for commissioners is to obtain a daily use pass from the Director to be used to evaluate the course.

Commissioner Buchholtz, seconded by Commissioner Magiera, made a motion to approve the revised Golf Course Use Policy for all staff and commissioners, as presented.

With a voice vote; Commissioners Pye, Buchholtz, Magiera and President McDowell voted aye.
President McDowell declared the motion carried.

A motion was made by Commissioner Buchholtz, seconded by Commissioner Magiera, to adjourn.

With a voice vote, Commissioners Magiera, Hartmann, Buchholtz, Pye, and President McDowell voted aye.
President McDowell declared the motion carried.
The meeting was adjourned at 8:13 p.m.

Eric Bradley, Assistant Secretary