

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
February 19th, 2014**

The meeting was **Called to Order** by President Slattery at 6:02pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Park Board - Betty Barro, Sandy Bichel, Valerie Lanning, Kathy Mudrovic, Linda Roche, TJ Slattery, Mike Ryan were present. Tom Smith and Laura Lyon were absent.

Others - Maralee Britton – Director
Chris Atkinson – Assistant Director
Teresa Martchink –Recreation Coordinator

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: 2013 Recreation Report

Martchink presented the Board with the first comprehensive Recreation Department report. She highlighted 2013 program highlights, some program restructuring (Youth T-Ball and Adult softball), Day Camp Highlights (Increased number of participants and those who required inclusion services). At the end of the report touched on 2014 goals and highlights. They included the hiring of a Recreation Supervisor, the kick off of the 100 miles for 100 year walking program and other new programs that staff would try.

The Board thanked Teresa and her staff or all the work that they do for the Department.

Items for Discussion and/or Action:

A. Contract with Veer Hospitality – Algonquin Inc. for overnight lodging December 4-6, 2014 during Recreation Trip to Chicago in an amount not to exceed \$6,767.67*

Atkinson presented the Contract for a hotel stay during the December 2014 trip. Bichel made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

B. Purchase of computers and monitors from World Wide Technology in an amount not to exceed \$9,148.00*

Atkinson presented the purchase of 12 computers and 8 monitors to the Board. This purchase is part of the 2014 CIP. Also included additional computers for the new staff members being hired.

C. Purchase of 2 new Ford trucks for the Maintenance Division from Machens Ford in an amount not to exceed \$38,328.00*

This item was tabled until the next meeting.

D. Propane tank lease with MFA OIL*

Atkinson presented the Board with three proposals received from Propane Suppliers. The specifications asked for the installation of a 1000 gallon propane tank with dispenser. Staff evaluated the proposals and recommended to enter into a no fee lease with MFA Oil.

Barro made a motion to approve the lease. Seconded by Ryan. Passed Unanimously.

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes January 14, 2014*

Lanning moved to approve the meeting minutes as presented. Seconded by Ryan. Passed unanimously

B. Executive Committee Meeting Minutes January 21, 2014*

Mudrovic moved to approve the meeting minutes as presented. Seconded by Barro. Passed unanimously

C. Executive Committee Closed Session Minutes January 21, 2014*

These minutes were tabled until the next meeting.

D. Parks & Recreation Special Board Meeting January 21, 2014 *

Mudrovic moved to approve the meeting minutes as presented. Seconded by Ryan. Passed unanimously

E. Park Board Work Session Minutes February 5, 2014*

Bichel moved to approve the meeting minutes as presented. Seconded by Ryan. Passed unanimously

Consent Agenda (Items to be received):

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Statement

Motion was made by Lanning to approve the Consent Agenda. Seconded by Bichel. Passed unanimously.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders: None

Directors Report:

Britton reminded the Park Board that there is Joint Work Session with the City Council scheduled for 6:00pm on Tuesday March 11th, 2014.

Board Member Announcements and Reminders:

Mudrovic mentioned that she will not be able to attend the Joint Work Session due to being out of town.

Lanning mentioned that she will not be able to attend the Joint Work Session due to being out of town.

Bichel mentioned that she visited Discovery Playground with her grandchild during a break in the winter weather and said the playground was packed with families having fun.

Council Liaison Announcements and Reminders:

Park Board Liaisons Comments:

Foundation Report: None

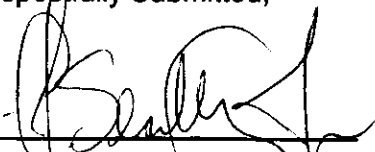
Cemetery Report: None

Legislative Report: None

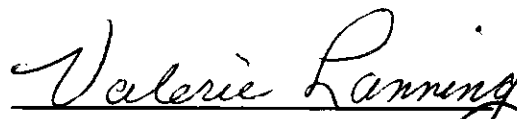
As there was not any other business to discuss Barro moved for **Adjournment** at 6.43 pm. Motion was seconded by Lanning. Passed unanimously.

Meeting: February 19th, 2014

Respectfully Submitted,



T.J. Slattery - President



Valerie Lanning-Secretary