

Metamora Park Board
P.O. Box 633
Minutes of January 8, 2014 Regular Meeting
Of the Board of Commissioners

Call to Order – In the Village Hall: 102 N. Davenport, Metamora IL at 7:04 pm.

Pledge of Allegiance – Performed.

Roll Call - Commissioners present were Sarah Buss, Don Hutchens (10 Minutes Late), Mike Staub, Eric Stone, Jerry Waldschmidt arrived 8:45, Dru Heggen, Dawn Deeb, Director Christy Ganson and Secretary/Treasurer Betty Lang were present.

Minutes – December 4, 2013, regular Meeting minutes: Motion to approve the minutes was made by Ms. Heggen and seconded by Mr. Stabb. Motion carried. December 18, 2013 minutes: Motion to approve the minutes was made by Mr. Staub and seconded by Mr. Stone.

Public Input – none

Treasurer Report – Betty Lang: The Board reviewed the Treasurer's report. Ms. Heggen made a motion to approve the Treasurer's Report as submitted, seconded by Ms. Deeb. Motion carried.

Director of Parks and Recreation – Christy Ganson: Ms. Ganson reported on the month's activities.

She asked if we needed to hold off signing the agreement with Dan Scheirer because of the potential Girl Scout/Village waterline. It was agreed to go forward with the signing.

Received a letter from RenoSys that shows we have paid our account in full for the pool liner with a 15-year warranty.

New inspection fees of \$100 per pool started in 2013. If the inspector must return for subsequent inspections due to problems, it will cost \$100 per visit per pool.

The cross country agreement was reviewed and edited as follows. Change date on page two to January 16. Page two to include proof of insurance. Page five to read upon MPD giving a minimum of 60-days' written notice to MTHS that shall include an explanation of the amount and how this amount was determined.

She updated our profile on IAPD, added new Commissioners, deleted former Commissioners, and updated offices and staff. The Commissioners who do not know their user names and passwords will be reset. Christy will contact everyone with their updated information. The annual bill from IAPD is \$923.75. This gives us 50% cost on materials, discounts on workshops, legal counsel and other benefits.

The Commissioners and Secretary should update their certification for OMA and FOIA each year. (OMA – Open Meeting Act) (FOIA – Freedom of Information Act) Give Ms. Lang your certificate for filing.

Submit your Statements of Economic Interest annually and submit a copy to Ms Lang for filing with the Board.

Ms. Ganson has been ask to join the planning committee with the Clean Water Celebration. It is put on by the Sun Foundation. It would be an hour and half meeting from January to April. We will be able to present a bulletin board at the meeting. It would be a good way to get our name out in the community.

Get with Monica Camper if a key is needed for the Community Building.

Fields and Pool – Mr. Waldschmidt: none

Trails – Mr. Staub: He is waiting for Chief Todd to get back with him on a date to review the emergency y route. Mr.Hutches and Mr. Staub will view the route until Chief Todd is ready.

Ms. Shanna Kurth has a Geocaching map for BPP. Mr. Staub will contact her to get her help on setting up the app on our phones.

Maintenance/Village Liaison – Mr. Hutchens: Has a meeting with the Village Strategic Planning community on January 18, 2014 to discuss the intersection at The Flame

Community Outreach – Ms. Heggen: None

Futures – Mr. Stone/Ms. Buss: Ms. Buss stated we can start the Strategic Planning. Mr. Stone will contact Metamora Grade School to find out their district boundaries.

Ms. Buss will schedule a meeting with the Friends of the Metamora Parks. We need the names of three people to serve as the first board.

Fundraising – Ms. Deeb: None

Old Business –

Update on Land Purchase: The land purchased was closed today January 8, 2014. Ms. Ganson, Mr. Hutchens, and Mr. Roger will met with Mr. Herring to understand the boiler and heater in the house. We have the key to the house. We need to email Bill about the asbestos removal.

We have purchased a new embosser to use on all our legal documents.

Board Bylaws: The Bylaws were reviewed by the Board and Ms. Ganson will update with the changes.

Water Line Proposal- Committee Update: Ms. Buss, Mr. Staub, and Mr. Hutchens will attend the Water Line Committee on January 16, meeting.

New Business –

2014 Pool Management, staff, Opening/Closing Dated, hours – Ms. Ganson presented recongdations.

1. Hire head manager at \$12/hr. Up to 40 hrs. a week (Pool open – Pool closed). Will pay for minimal hours Feb. – May to get pool ready to open, order supplies, hire lifeguards, etc.
2. Hire two asst. mgrs. at \$10/hr. Up to 40 hrs. a week.
3. If mgrs. available, paid to help open/close pool.
4. All returning pool staff receives \$.25/hr. increase.
5. Buy lifeguard suits, staff t-shirts, and whistle.
6. All pool staff free pool admission.
7. End-of-the-Summer Pool Staff Party. P.D. pays for food and refreshments.
8. Hire one, part-time maintenance person for pool. Mr. Seckler not interested.
9. One mgr. (and possibly maint.) at pool each morning before MAST practice to check pool chemicals, equipment working, and cleanliness of pool. If everything checks okay, then mgr. leaves.
10. Pool opens Sat. May 31.
11. Pool closes Wed. Aug. 13.
12. Criminal background check (70 ILCS 1205/8-23) for all pool staff (and any park district staff) through Illinois State Police. Wire money in advance (\$16 each) then can send names, SSN, and birthdate of each employee. Takes about 2 days. Had 33 employees last summer. Put in enough money for 40 people/\$640? Motion to wire \$640 to our account for criminal background check was made by Ms. Heggen and seconded by Mr. Stone. All voted aye. Motion carried.
13. Advertise Head manager position in Woodford Courier \$40-\$65? Woodford Times \$109? (YES for both)
14. Ms. Deeb and Mr. Waldschmidt consented to sit in on a pool committee for the head manager interviews. Would Sat. Feb. 1 at 9 a.m. work?

Resignation Letter - Ms. Heggen turned in her resignation letter.

Public Input – none

Executive Session - none

Adjournment - Motion to adjourn was made by Mr. Stone and seconded by Ms. Dee. Motion carried at 8:59.