



DATE

Tuesday, February 6, 2024

PRESENT

Commissioners: Cleo Jones, Gail Towers, Kyle Rochelle, Willis Harris, and Sandra Wells,

Employees: Attorney Sotavia Muhammad, Executive Director Stephanie Wiedeman, Director of Park Operations Shiloh Jackson, Director of Communications, Katrina Cotton, Administration Clerk, Shameka Woodbury, and Recreation Manager, Katherine Cotton

Absent: Secretary/Treasurer Mark Kiel

Call to Order at 7:09PM by President Cleo Jones

PUBLIC COMMENT

- Condolences were given out to the loss of a family member to our Attorney Michelle Broughton-Fountain on behalf of the Park District.
- The Ladies of Da City M.C. representatives Andrea Dennis, Toka Jackson, and Jamie Sandor came to introduce the non-profit and offer partnership in community outreach. They are interested in having an event in the Park District in the Lester L. Long Fieldhouse and would like the Board of Commissioners to consider changing their end time.
- Zeta Phi Beta Sorority, Inc. – Zeta Zeta Chapter representative Tiffany Clemens came to wish Dolton Park District a happy new year and to update us on their ongoing partnership with Dolton Park for our upcoming Easter and Back to School event.
- Big Brothers Big Sisters of Metropolitan Chicago representative Brenda Boyd came to introduce the non-profit and update the Board of Commissioners on their upcoming partnership with Dolton Park District. They will have their mentorship program at the Park District beginning in March that will provide one-to-one mentoring to our community youth. They are continuing to look for any adults that wish to join the organization with a one-year minimum commitment.

PRESENTATION

- The Maxx Group, LLC, Jeff Kanacki presented the 2024 Renewal for Dolton Park District's Commercial Liability Insurance. The policy had approximated 8% increase due to the answers on the Anniversary Questionnaire form submitted by Finance and Operations. March 8th is the deadline for any changes and decisions. The total annual premium is \$78,129 and has an option of either a one-time payment or

CONSENT AGENDA

- Motion: ***To approve minutes from January 9, 2024, regular board meeting.*** Motion By: Towers Second By: Wells Roll Call Vote: Commissioner Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays)
- Motion: ***To approve AP Invoices for the period of November 1, 2023, to January 31, 2024, in the amount of \$252,085.12.*** Motion By: Wells Second By: Towers Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).
- Motion: ***To approve payroll for the payroll checks for the period of November 1, 2023, to January 31, 2024, in the amount of \$106,581.54.*** Motion By: Towers Second By: Harris Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

LEGAL REPORT

- Attorney Muhammad requested executive session time pertaining to litigation and real estate.

STAFF REPORTS

- Finance (See attached finance report for reference.)
- Technology (See attached technology report for reference.) Add report amendment with update to Wi-Fi access for the Park District network.
- Marketing and Communications (See attached marketing and communications report for reference.)
- Buildings and Grounds (See attached buildings and grounds report for reference.) The Board of Commissioners requested staff introduction of new hires at the following meeting.
- Recreation (See attached recreation report for reference.) Add report amendment that Grade School Basketball League has been cancelled and in substitution of program they will have scrimmage games.

EXECUTIVE DIRECTOR REPORT

- Executive Director Weideman provided updates to the pending allocated state funds and grant applications.



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- The following projects have updates.
 - Rucker Park concrete slab is scheduled to be installed pending weather in May.
 - The foundation needs a start-up donated in the amount of \$20,000.
 - The health, vision, dental, and voluntary insurances for the employees have begun. The staff were asked to contact our insurance agent via telephone to virtually register or come on Friday, February 9th for an in-person discussion.
 - Reminder was provided of the approval consideration or any amendments to the employee handbook. Request for executive session to discuss personnel was requested.
 - A reminder was provided that all pending barter agreements were submitted to the Board of Commissioners for review.
 - There will be a pause on rental reservations while the transferring and launch of the new registration software is in place. MyRec will go live March 1, 2024.
 - All pending instructor agreements have been received and upon approval will be asked to attend the following board meeting of approval for an instruction of the program.
 - The Ford Engine has been priced and will be purchased prior to the next meeting.
 - Suggests LED signage for the Fieldhouse for guest information.
 - Legislative emails have been sent to the Board.
 - Committee meetings are suggested one to two weeks prior to the regular board meetings.
 - Maintenance will be receiving uniforms through a uniform program that includes drop off and pickup at \$65/week.
 - Charm center would like to present at the following meeting regarding a recycling center at the Park District.

UNFINISHED BUSINESS

Reorganization Chart and Salaries

- Motion: *To approve reorganizational chart and move salaries to Executive session for further discussion.* Motion By: Rochelle Second By: Harris Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

Needles Park – Referendum and Employee Handbook - Moved to Executive Session for further discussion.

Safety Kleen

- Motion: *To approve fence installation by Safety Kleen at Sunshine Park.* Motion By: Wells Second By: Rochelle Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

Lease Renewal – Illinois Action for Children - Tabled pending Illinois Action for Children legal review.

Sertoma Star Services - Tabled pending negotiation on renewal agreements and associated fees.

NEW BUSINESS - None

PUBLIC COMMENT

Felita Crayton commented on the update of the children painting the logo in the Board room as well as commented on the Board of Commissioners getting more detail on the services provided in Dolton by Sertoma Star Services.

COMMISSIONERS COMMENT - None

NEXT MEETING - March 5, 2024, 7:00pm

RECESS TO CLOSED SESSION

Motion: *To adjourn meeting to discuss items requested by Attorney Muhammad and Executive Director Wiedeman.* Motion By: Towers Second By: Rochelle Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

RECONVENE MEETING - Reconvene at 9:02pm

ACTION ON CLOSED SESSION ITEMS

Motion: *To approve salary changes to employees discussed in Executive Session.* Motion By: Towers Second By: Willis Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

ADJOURNMENT – Adjournment at 9:45pm

Motion: *To adjourn meeting.* Motion By: Rochelle Second By: Harris Roll Call Vote: Commissioners Jones, Towers, Rochelle, Harris, and Wells. (Results: 5 Ayes; 0 Nays).

President Cleo Jones Cleo D. Jones Date March 5, 2024

Secretary Mark Kiel Mark H. Kiel Date March 5, 2024

Respectfully Submitted by SJ