

Calumet Memorial Park District
Board of Commissioners
Regular Board Meeting
February 15, 2022

President Velasquez called the meeting to order at 6:16 p.m.

Roll Call:

Present: Commissioner Velasquez, Commissioner Edward Evans, Commissioner Yvette “Tekie” Pierce

Absent (Excused): Commissioner Stan Miller

Zoom: Commissioner Nyota Figgs and Treasurer John Kasperek

Staff: Hollice Clark, Paul Nowakowski, Attorney Vlado Branjes

Pledge of Allegiance – Led by Commissioner Evans

Public Comments – None

Staff Reports

1. Executive Director

Since we last met there has been a lot of things going on:

1. The job fair we had 14 people that attended the job fair and we hired 12 individuals. These individuals are filling the following positions receptionists, and fitness attendants.
2. Also, we have hired a person that brings Aquatic experience and will be trained our lifeguards and bring our pool. Senior Coordinator and Assistant facility manager. In addition we have promoted an internal candidate Veronica Cross to the other Assistant facility manager

3. Kim Davis has been hired as my Executive Assistant. She started on Monday and is doing an outstanding job so far.

On boarding will continue starting next week as they will be trained on the new fitness equipment, team meetings, CPR and first aid training.

The district will continue to need additional individuals in custodians, receptionist, fitness attendants and lifeguards. Please understand that we are doing background checks on our new staff. This is a PDRMA requirement that wasn't followed till now. Currently, I am working on one individual that was flagged.

Since 2021 the district has been waiting for the day that Sandridge will be reopen. If we pass our final inspection which is scheduled on February 22nd then we will have a soft opening on February 27 with classes beginning March 6. Grand Opening will be on March 18th. Once everything is finalized you will be informed. Please save the date.

Pricing for Sandridge was passed out and discuss.

I am excited to see that people are responding to the flyers that was sent out this past week. Currently, we have 96 individuals that are signed up for the Black History Program that is scheduled for Saturday February 25 from 12-3. Also, we are receiving a lot of calls space at the pop-up shop on March 11.

This past week the Dalton-Riverdale little league reached out about utilizing the fields at Downey again. Currently the President and I are playing phone tag. Does the board have any reason not to proceed with them utilizing the field as long an agreement can be worked out?

Our new phone system has been installed and the employees are enjoying. The system will make the district more efficient, and call should be answered timely.

Commissioner Pierce asked me to contact Frank Bass concerning being a lobbyist for the district. After talking with him I asked him to send information so that the board can review. Would recommend that our attorney review the contract before we proceed forward.

2. Manager of Safety, Security, and Operations:

- a. Paul Nowakowski gave a very brief report for both positions. He is currently working on technology and IT issues.
 - i. Alarm system
 - ii. Cameras
 - iii. Key fobs
- b. The cyber network for the park district has been updated.

3. Superintendent of Parks and Maintenance Report:

Derek Teets was attending Certified Pool Operator training and was not present at the meeting. Nowakowski informed the board that the department was in the midst of cleaning and organizing the work area. Also, that Derek has done a great job in taking the reins of the department.

4. Treasurer's Report

Kasperek discussed the following:

- Discuss the resolution that is up for action tonight.
- Discuss cleaning up capital fund account. Velasquez had a question concerning the capital fund account and it was answered.

5. **Attorney's Report** – He will discuss the resolution under new business.

6. **Unfinished Business** – None

7. Consent Agenda

1. Commissioner Pierce motioned to approve the consent agenda (**Items 5 a-d (Treasurer's Report, Regular Board Meeting Minutes from January 18, 2023, Bill Postings from January/February 2023 & Payroll for January/February 2023)**).

Commissioner Evans seconded the motion. The motion passed unanimously. **(4-0)**

Figgs Yes Pierce Yes Evans Yes Velasquez Yes

New Business

1. Commissioner Pierce motioned to approve resolution 22-R-12 authorizing advance payment of utility bills. The motion was seconded by Commissioner Figgs.

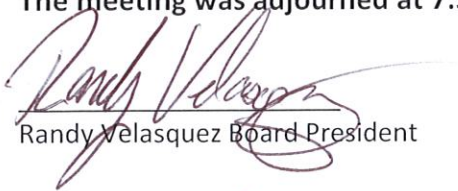
The motion passed unanimously. (4-0) **Figgs Yes** **Pierce Yes** **Evans Yes**
Velasquez Yes

2. Commissioner Pierce motioned to approve ordinance 22-R-13 declaration of trust of Illinois Trust (formerly known as the Illinois Investor) and authorization certain officers to act on behalf of Calumet Memorial Park District.

The motion was seconded by Commissioner Evans.

The motion passed unanimously. (4-0) **Pierce Yes** **Figgs Yes** **Evans Yes**
Velasquez Yes

The meeting was adjourned at 7:35 p.m.


Randy Velasquez Board President

Date


Yvette "Tekie" Pierce

Date

