



Charles M. Christensen Terrace Centre - 11500 S. Beloit Ave - Worth, IL - Room 106

**BOARD OF PARK COMMISSIONERS  
COMMITTEE OF THE WHOLE MEETING**

**January 19, 2022**

**6:00 p.m.**

***MINUTES***

**I. *CALL TO ORDER*** - The meeting was called to order at 6:00 p.m. by President Mike McElroy.

**II. *ROLL CALL***

Park Commissioners Present: Mike McElroy, Melissa Nagel and Donald Dambek.

Park Commissioners Absent: None

Staff Members Present: Robert O'Shaughnessy, Director of Parks and Recreation; Stephanie Analitis, Superintendent of Recreation; Brian Piszczek, Superintendent of Parks and Kelly Pezdek, Finance and Human Resources Manager/Secretary to the Board.

Visitors Present: Gina Hassett, Executive Director, Frankfort Park District.

**III. *VISITOR AND CITIZEN COMMENTS***

Presentation Discussion - Gina Hassett, Executive Director, Frankfort Park District

Gina shared her experience with the non-binding referendum which passed in Frankfort this past fall and offered her help at any time if needed in the future.

**IV. *ADMINISTRATION, FINANCE & LIABILITY***

**A. Review of Minutes and Financial Reports**

The following minutes were reviewed:

Committee of the Whole Meeting - December 15, 2021

Regular Meeting - December 15, 2021

Special Board Meeting - January 12, 2022

The December disbursements totaling \$62,770.68 and payroll from December 16, 2021, December 30, 2021, and January 13, 2022, were reviewed by the Park Commissioners.

**Recommended Action: That the Board of Park Commissioners approves the Minutes, Financial Reports and Payroll as presented as part of the Administrative Matters/Consent Agenda during the Regular Board Meeting.**

B. Agency and Department Goals

This item was tabled until the next Board Meeting.

**Recommended Action: No action recommended.**

C. COVID- 19 Vaccination and Mask Policy

This item was tabled until the next Board Meeting.

**Recommended Action: No action recommended.**

D. Camera Maintenance Agreement- Heritage Technology Solutions

An agreement for camera maintenance for all cameras in the system was presented. This annual agreement is for maintenance, parts, labor, travel to fix or replace the cameras and phone and onsite support. Keeping this support "in-house" with our IT company will be of greater advantage.

This is being presented not to request spending authority but for the requirement that all service contracts must be approved by the Board.

**Recommended Action: That the Board of Park Commissioners enter into an agreement with Heritage Technology Solutions for the maintenance of the Park District security cameras.**

E. Change of Day of Board Meetings

As per Park District law (or code), "if a change is made in the monthly dates of regular meetings, at least 10 days' notice of such a change must be given to the public by publishing notice of the change in a newspaper of general circulation in which the park district functions. Additionally, notice of the change must be posted in the principal office of the park district, at the building in which the meeting is to be held, and the notice must be supplied to any news media that have filed an annual request for notice pursuant to the Open Meetings Act."

**Recommended Action: That the Board of Park Commissioners approves that the Committee of the Whole and Regular Meetings will be held on the 3<sup>rd</sup> Thursday of each month beginning Thursday, February 17, 2022. The Committee of the Whole Meetings start at 6:00 p.m. and the Regular Meetings start at 7:00 p.m. Unless otherwise indicated, all meetings are held at the Worth Park District Charles S. Christensen Center, 11500 S. Beloit Ave., Worth, IL 60482.**

F. 2022 Board of Park Commissioners Meeting Schedule

The 2022 Meeting Schedule was presented.

**Recommended Action: That the Board of Park Commissioners approves the 2022 Meeting Schedule as presented.**

V. ***FACILITY, PARKS & PLANNING***

A. Master Plan Update Discussion

Director of Parks and Recreation O'Shaughnessy gave a brief update on the OSLAD grant application. He also referred the Board to two articles included in the meeting information which references different actions by other Boards. As one of the Master Plan goals is to have a united board and staff, learning from other boards on what to do or not do is helpful in the learning process.

B. Capital Projects Update

The capital projects for the current fiscal year were reviewed.

C. Parks Department Update

Superintendent of Parks Piszczek presented an update of the Parks Department.

**Recommended Action: No action recommended.**

**VI. RECREATION**

A. Recreation Department Update

Superintendent of Recreation Analitis presented an update of the Recreation Department.

**Recommended Action: No action recommended.**

**VII. UNFINISHED BUSINESS**

There was no Unfinished Business.

**VIII. NEW BUSINESS**

There was no New Business.

**IX. ADJOURNMENT**

The Committee of the Whole Meeting adjourned at 7:20 p.m.

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Mike McElroy, President  
Board of Park Commissioners

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Kelly Pezdek  
Finance and Human Resources Manager  
Secretary to the Board