

**MINUTES OF THE
REGULAR MEETING
OF THE
BOARD OF PARK COMMISSIONERS
SKOKIE PARK DISTRICT
JUNE 16, 2020
7:00 P.M.**

[View recording of meeting here.](#)

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ATTENDANCE AT MEETING

Board Members Present:

President Michael Reid
Vice President Khemarey Khoeun
Commissioner Susan Aberman
Commissioner Minal Desai

Others Present:

Executive Director/Secretary Michelle J. Tuft
Superintendent of Business Services William G. Schmidt
Superintendent of Facilities Jon Marquardt
Superintendent of Parks Corrie Gynn
Superintendent of Recreation Breanne Labus
Director of Information Technology David Hunt
Executive Administrative Assistant Ann Perez
Jim Bottorff, Marketing and Communications Manager
Dima Kirland, Park Services Office Mgr./IT Systems Support

Absent:

Commissioner Michael W. Alter

Prior to the beginning of the meeting Executive Director Tuft informed the Board of the revised guidelines of the Open Meetings Act pertaining to virtual Board meetings. Each Board member confirmed they could hear the meeting.

CALL TO ORDER

President Reid called the regular meeting of the Board of Park Commissioners to order at 7:00 p.m., followed by the recitation of the Pledge of Allegiance.

COMMENTS FROM CITIZENS

There were no citizen comments.

CONSENT AGENDA APPROVAL

Commissioner Aberman moved to approve the Consent Agenda. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried. The Consent Agenda consisted of the minutes of the Regular Meeting of May 19, 2020, minutes of the Annual Meeting of May 19, 2020, bills payable for the month of May/June 2020, Treasurer's Report, and Staff Reports.

REVIEW AND FINAL STATUS OF 2019-2020 DISTRICT AND DIVISION GOALS

Executive Director Tuft reminded the Board that the 2019-2020 District and Division Goals were last reviewed in January. At this time, the goals were submitted for final review. Goals that have not been completed will be carried over to the 2020-2021 District and Division Goals. Some of the goals are capital projects that were postponed due to the COVID-19 closure of the District and the subsequent financial circumstances. Vice President Khoeun said the comments on the goal's spreadsheet were very helpful. President Reid commented the spreadsheet was self-explanatory. Ms. Tuft said the 2020-2021 goals will be presented at the July Board meeting.

No motion required, for informational purposes only.

SUMMER CARE UPDATE

Superintendent Labus reported that summer care began yesterday. There are 68 children in summer care programs at Devonshire Cultural Center, Emily Oaks Nature Center and Oakton Community Center. In two weeks the second two weeks of summer care will begin with hopefully more participants. Ms. Labus said an eblast will be sent tomorrow cancelling second session camps. This information will be posted on Facebook and the website. The District will be offering a summer camp 2.0 program guide that will be posted on June 26. Information will also be included in the Skokie Park District e-newsletter, Facebook, and on the website to get the camp and program information out to everyone. All the camps have been modified and there will also be several new camps including virtual camps and camps in a box. Rachel Pozner and the Marketing Department have been working with the recreation and facilities staff to make it fun and exciting. The summer camp guide will include links directly to the website where parents can register for the camp or program.

Vice President Khoeun asked about feedback from staff regarding social distancing among the children. Ms. Labus said it has been a challenge. Staff must constantly remind the children. The children wear face masks while indoors. When socially distanced outdoors masks do not need to be worn. Emily Oaks Nature Center camps are wearing masks both indoors and outdoors. Vice President Khoeun understands the difficulty maintaining the social distancing. Commissioner Aberman said it is a cultural change and children will learn slowly. President Reid asked if non-residents registered for the program. Ms. Labus said there are a few and anticipates more after Chicago public schools conclude their school year.

No motion required, for informational purposes only.

SUMMER PROGRAMS UPDATE

Ms. Labus discussed the summer camp and program 2.0 guide which will be sent out next week. Staff have created many summer programs including dance, theatre, music lessons, fine arts, fitness, aquatics, golf, athletics, kid's sports, and skating. Tot Learning Center opened on June 8. Mr. Marquardt shared a screen shot of some of the summer skating programs. Each facility manager will be adding two programs a month throughout the summer. Staff has been very creative and working hard to create programs to bring in revenue. President Reid said the programming is more than anyone could have anticipated.

Commissioner Desai asked about offering scholarships for the summer camps and programs. Ms. Labus met with the Niles Township and has been working with families as need is requested. There have only been a few requests. Commissioner Desai said there are some

other organizations that would be willing to help with scholarships. Vice President Khoeun asked about the amount of money discounted for camp and programming. Ms. Tuft said the District does not discount more than 50% of the camp or program. Commissioner Aberman had concerns that families may not be aware of the available financial assistance as they may have never needed to apply before. Now that more people have lost their jobs due to the COVID-19 pandemic she and Vice President Khoeun would like financial assistance information more visible. Commissioner Desai suggested including the information in the summer camp and program 2.0 guide. Ms. Labus agreed and said a letter is being sent out tomorrow regarding the cancellation of second session summer camps and the financial assistance information will be included as well.

No motion required, for informational purposes only.

FINANCIAL UPDATE

Treasurer Schmidt updated the Board on the Recreation Fund (Fund 20) and the Facilities Fund (Fund 40). Treasurer Schmidt said revenue has been coming in from Skokie Sports Park, Weber Park Golf Course and Tot Learning Center. With the additional summer programming being offered more revenue is anticipated. Treasurer Schmidt said we are moving in the right direction. Treasurer Schmidt will continue to update the Board monthly. President Reid said there is a sliver of positivity in these numbers. Ms. Tuft said the District is being very strict on expenses. Full-time staff have been filling in positions at the golf course and Skokie Sports Park to remain fiscally conservative.

No motion required, for informational purposes only.

PRESIDENT'S REPORT

The next regular meeting of the Board of Park Commissioners will be held on Tuesday, July 21, 2020 at 7:00 p.m. President Reid hopes to have the meeting held at the Weber Leisure Center. Executive Director Tuft said there will be socially distancing, and everyone will wear a mask.

COMMISSIONER COMMENTS

President Reid attended the peace vigil that was held on Sunday, June 14 at Oakton Park. He said it was well organized, peaceful and everyone was wearing masks.

President Reid asked about the status of opening the pools. Ms. Tuft explained that once the District moves into Phase 4 of the Restore Illinois Plan and the guidelines for pools are released a decision will be made. Scott Runkle, Aquatics Supervisor and Mr. Marquardt have been created several budget scenarios for opening the pools based on anticipated guidelines. If groups are limited to 50 or less, it would be financially unadvisable to open. If the pools can open based on a percentage of the established capacity levels it may be a possibility. Staff need two weeks to prepare the pools for opening and to hire and train staff. Some area park districts have already decided to close for the season. Commissioner Aberman asked if residents would receive priority and Ms. Tuft responded yes.

Commissioner Desai suggested opening the concession stand at Oakton Park as there is a lot of foot and bicycle traffic in the park. Mr. Marquardt will discuss this possibility with the concession stand vendor. The concession stand is open at the Skatium for camp.

President Reid asked about the status of Backlot Bash in August. Ms. Tuft said she is waiting until we are in Phase 4 to make the announcement that it is cancelled.

Commissioner Aberman asked if any creative ideas were suggested for the Fourth of July. Ms. Tuft said the parade committee was discussing. She will follow up with Steve Ames who is on the committee.

Commissioner Desai asked if any organization is considering a Fourth of July fireworks display. Ms. Tuft said she was unaware of anyone holding fireworks.

DIRECTOR'S REPORT

There were no Director comments.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Commissioner Aberman was asked by a member of Skokie United to set up a meeting with the Board to discuss how to create a dialogue within the community. Ms. Tuft said Mr. Marquardt is meeting with this individual this week. After their meeting, a Marketing Committee meeting could be held to address his concerns. Vice President Khoeun suggested contacting ACES. Mr. Marquardt said ACES has been put on hold due to COVID-19. Ms. Tuft would like to have more information before setting up a Marketing Committee meeting. Vice President Khoeun would like a member of ACES to be invited to the Marketing Committee Meeting. Ms. Tuft said we need to invite the entire Skokie United Committee to the Marketing Meeting. Commissioner Aberman feels very strongly that this is the time for the District to meet with the community.

ADJOURNMENT

Commissioner Aberman moved to adjourn the regular meeting. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Commissioner Alter was absent. Motion carried. The regular meeting adjourned at 7:48 p.m.

Mike Reid
President

Michelle J. Tuft
Secretary