

**MINUTES OF THE  
REGULAR MEETING  
OF THE  
BOARD OF PARK COMMISSIONERS  
SKOKIE PARK DISTRICT  
NOVEMBER 19, 2019  
7:00 P.M.**

**ATTENDANCE AT MEETING**

Board Members Present:

President Michael Reid  
Vice President Khemarey Khoeun  
Commissioner Susan Aberman (Remote Attendance)  
Commissioner Michael W. Alter  
Commissioner Minal Desai

Others Present:

Executive Director/Secretary John V. Ohrlund  
Superintendent of Business Services William G. Schmidt  
Superintendent of Recreation and Facilities Michelle Tuft  
Superintendent of Parks Corrie Guynn  
Assistant Superintendent Jon Marquardt  
Executive Administrative Assistant Ann Perez

**CALL TO ORDER**

President Reid called the regular meeting of the Board of Park Commissioners to order at 7:03 p.m., followed by the recitation of the Pledge of Allegiance.

**COMMENTS FROM CITIZENS**

There were no citizen comments.

**CONSENT AGENDA APPROVAL**

Commissioner Alter moved to approve the Consent Agenda. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried. The Consent Agenda consisted of minutes of the Regular Meeting of October 22, 2019; minutes of the Board Workshop of October 29, 2019; bills payable for the month of October/November 2019; Treasurer's Report; and Staff Reports.

**APPROVAL OF 2019 TAX LEVY PRESENTATION**

Treasurer Schmidt requested approval of the 2019 Tax Levy Ordinance #19-012. Mr. Schmidt said the Ordinance will be filed with the Cook County Tax Extension Office and is the same dollar amount the Board approved in draft form at the October Board Meeting.

Commissioner Alter moved to approve the 2019 Tax Levy Ordinance #19-012 in the amount of \$8,264,000. This does not include debt service costs or the loss and cost factor added by the County. Vice President Khoeun seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

## **2019 CAMP REPORT AND 2020 CAMP FEE APPROVAL**

Assistant Superintendent Marquardt presented the 2019 Camp Report to the Board. Mr. Marquardt summarized the camp season, discussed 2020 camp recommendations and fee assistance.

Mr. Marquardt said next year the focus will be on:

- Including mental health training in camp staff training. Focus on ACES.
- Including camp staff training that focuses on social skills for children with autism spectrum disorders
- Integrating the topic of bullying in the all day camp staff training

This year East Prairie School will be utilized for camp. Mr. Marquardt and the school superintendent have discussed usage of the school and the superintendent is pleased to have the summer camp.

Camp registrations are up 14% from 2017. Camp registrations continue to grow each year. Mr. Marquardt discussed the camp enrollment highlights for various camps.

Commissioner Aberman had a question about the British Soccer Camp. She said the enrollment was low and wondered why the camp will be offered again next year. Mr. Marquardt said it is a contractual camp with registration numbers that fluctuate. For a contractual program the District receives a percentage of the fees.

Online registration is 79% of total sales. Five years ago the percentage was about 30%.

Fee assistance was \$24,467 this year. More people are participating in specialized camps and it is more equitable. Superintendent Tuft explained fee assistance as discounting the camp fees. The Department of Human Services reimburses the District for part of the cost of camp. Fee assistance applicants pay a minimum of a \$50 registration fee.

M-NASR inclusion costs were \$120,168. The District utilizes the M-NASR aides and services more than any other M-NASR district.

Mr. Marquardt discussed the proposed fee increases for camp in 2020 explaining the reasons for the increases. The District tries to be as competitive as possible with salaries for camp staff.

Commissioner Aberman had a question about Aquatics Camp and Hockey Camp enrollment and fee increases. Mr. Marquardt responded to her question.

Mr. Marquardt discussed the camp survey comments which were generally favorable including comments about customer satisfaction and communication.

Commissioner Aberman moved to approve the camp fees as proposed. Commissioner Alter seconded motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPROVAL OF ARTICLES OF AGREEMENT OF THE MAINE-NILES ASSOCIATION OF RECREATION**

Executive Director Ohrlund requested the approval of the Articles of Agreement of the Maine-Niles Association of Recreation. M-NASR will be participating in the Distinguished Accredited Agency process and requires a signed copy of the agreement.

Vice President Khoeun moved to approve/reapprove the Articles of Agreement of the Maine-Niles Association of Special Recreation and cause them to be executed by the President and attested to by the Secretary of the Board. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye.

**APPROVAL OF ORDINANCE #19-013, AN ORDINANCE AUTHORIZING THE EMPLOYMENT OF MICHELLE TUFT AS EXECUTIVE DIRECTOR OF PARKS AND RECREATION OF THE SKOKIE PARK DISTRICT**

Executive Director Ohrlund requested approval of Ordinance #19-013 authorizing the employment of Michelle Tuft as Executive Director of Parks and Recreation of the Skokie Park District. The Board and staff congratulated Ms. Tuft on her appointment to Executive Director.

Commissioner Desai moved to approve Ordinance #19-013 authorizing the employment of Michelle Tuft in the position of Executive Director of the Skokie Park District. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**APPOINTMENT OF IMRF AUTHORIZED AGENT**

Executive Director Ohrlund requested the appointment of Michelle Tuft as the IMRF authorized agent as she will be assuming the duties of Executive Director.

Vice President Khoeun moved to approve Michelle Tuft as IMRF Authorized Agent of the Skokie Park District. Commissioner Alter seconded the motion. On a roll call vote, all Commissioners voted aye. Motion carried.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

Holiday decorations for the District were discussed. Commissioner Desai asked about a District tree lighting event. Discussion followed. Mr. Marquardt and Ms. Tuft made some suggestions for holiday decorations and events for next year as it was too close to the holiday season to prepare for this year. Commissioners agreed.

No motion necessary for Board discussion only.

**PRESIDENT'S REPORT**

The Regular Meeting will be held on Tuesday, December 17, 2019 at 7:00 p.m.

**COMMISSIONER COMMENTS**

Vice President Khoeun received feedback from some residents about the lack of programs for pre-school aged children in the winter program guide. Ms. Tuft said there are many pre-school aged programs available in the winter program guide. Ms. Tuft asked Vice President Khoeun to get more information or have the resident contact her.

President Reid attended the “Tarzan” performance at Devonshire Cultural Center. President Reid commented on the microphones fading in and out. The teens did a great job and there was a good crowd in attendance.

Commissioner Alter asked about the videographer for the Ice Show. Ms. Tuft said it was decided to hire the same videographer that was used last year even though there were distribution issues. Staff will handle the video distribution this year and feels this will resolve the issue.

**ADJOURNMENT**

Commissioner Alter moved to adjourn the regular meeting. Vice President Khoehn seconded the motion. All Commissioners voted aye. Motion carried. The regular meeting adjourned at 7:53 p.m.

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Mike Reid  
President

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John V. Ohrlund  
Secretary