

HUNTLEY PARK DISTRICT
Board Workshop Minutes
September 13, 2023

Commissioner Kellas called the meeting to order at 7:00 pm.

Commissioners present: Melissa Kellas, Dr. William Awe, Jerry Nepermann, Jim Blasky
Commissioners absent: Keith Wold

Staff present: Scott Crowe, Wesley Peete, and Joe Patterson

Committee of the Whole: Melissa Kellas; Chairperson.

A motion to table the approval of the updated Board Policy Manual was made by Commissioner Awe and seconded by Commissioner Nepermann.

All ayes. Motion carried.

Executive Director, Scott Crowe reviewed the Draft Personnel Policy Manual with the Board as well, which will be presented to the Board at the September 27 Board Meeting for approval. In general, the manual we have follows most PDRMA recommended employment policies and language; however, the current manual lacks a few policies per PDRMA's recommended manual. Because it is organized well and contains the most recent language based on labor laws, Executive Director Crowe recommends adopting the PDRMA Model Personnel Policy Manual but to update specific benefits, time off, etc. as the District feels is best for its operations. Some examples were shared of unclear policies, missing policies, and opportunities to update some existing policies. In addition, feedback received from Commissioners at the August 9 Board Workshop was worked into the policies and reviewed. There are a few items that feedback is coming any day from PDRMA to confirm the wording of some things. If the language for a work from home policy can be added before the September 27 Board Meeting that may be presented to the Board as well.

Executive Director, Scott Crowe, and Parks and Facilities Director Wesley Peete met with a pro-bono architect who has a personal passion for Historical projects and has assisted on other Historical Projects in the past. Staff met him and Joe Gow from the Historical Society on Friday, August 25 to walk through the farm property as an initial assessment of what might need to be done to make it safe for public accessibility. He sent a list of recommendations which was shared with the Board.

Executive Director, Scott Crowe, discussed with the Board that if the October 11 Board Workshop is needed, we will need to move the date as two key staff will be unavailable as they will be attending an industry conference. This can be determined at the September 27 Board Meeting.

A few other updates were provided to the board including updates on the Weiss Park OSLAD Grant application which is now submitted. We will learn if it is awarded to us in February/March of 2024. Kiley Park Construction and reviewed an upcoming request from a donor for a landscaped seating area near Stingray Bay to be considered by the board at a future date. Other reminders about upcoming Chamber of Commerce events and the upcoming Final Gaming Inspection date this Friday,

September 15 at Pinecrest was also shared. If all items check out during the inspection, final consideration by the Gaming Commission won't happen until the end of October.

Motion to enter into Executive Session at 9:42pm pursuant to ILCS 120/2 et seq. - Litigation (c11) was made by Commissioner Awe and seconded by Commissioner Nepermann.

Roll Call: Yes - All. No - None. Motion carried.

Regular Session was reconvened at 9:45pm.

Motion to adjourn the Board Workshop at 9:46 PM was made by Commissioner Awe and seconded by Commissioner Blasky.

Voice Vote - All ayes, Motion carried.

Respectfully submitted,

Scott Crowe
Secretary of the Board

Signature on file

Scott M. Crowe, Secretary

Date