Call to Order
President Minogue called the Workshop Meeting to order at 7:00 p.m.

Roll Call of Commissioners
Upon roll call those answering present were President Minogue and Commissioners Dallman, Creech, Hess, Aubrey, Nephew and Kinzler.

Staff members present were Executive Director Atwell, Superintendent of Recreation Esposito, Superintendent of Parks Scarmardo, Superintendent of Finance & Personnel Woods, Executive Assistant Sesto and Communication & Marketing Supervisor Talenco. Attorney Adams was also present.

Changes to the Agenda
None

Public Participation
Ms. Eleanor Saliamonas, 626 Newton Avenue, addressed the Board with her concern about the new sports complex saying a couple of years ago there was a referendum in front of the district for a recreation center which she believed was mostly for the children of Glen Ellyn who needed more court and field space because there were not enough facilities in Glen Ellyn sufficient to meet their recreation needs. A $7.4 million referendum was passed and she was surprised to hear about the huge sports complex that people need to pay to join. She wondered how that benefitted the children of Glen Ellyn. She was reminded that before Health Track there was a proposal that Glen Ellyn participate in Health Track and there were well attended public hearings about it and people voiced their objection to having their tax dollars be invested in an unsure thing so it was voted down. She also didn’t understand how batting cages benefitted the people of Glen Ellyn. She feels the taxes she pays should be used to benefit the people of Glen Ellyn and not outside interests.

Ms. Saliamonas was also concerned about the Board voting down putting their meetings on television. She attends meetings when she can but because of her schedule it will become more difficult for her to attend meetings. If they were on YouTube or televised she would watch them because she likes to know what is going on in the community.

Ms. Chris Wilson, 537 Philips Avenue, addressed the Board regarding their vote to not video tape the meetings. She too would like to see the meetings video taped. The Village tapes their meetings and has them on their website so that if you are not able to catch the meeting when it is on the air you can go back to review them. She would like to see that happen.

President Minogue commented that as far as video taping of their meetings, it had already been voted on by the Board and the vote was to not video tape the meetings. That was not to say that it may be something the Board looks at down the road. President Minogue thanked Ms. Saliamonas and Ms. Wilson for their comments.
Dr. Digrino thanked the Board and staff for inviting them to participate in the project. He and Dr. Yoder do three or four survey projects per year and it is always a pleasure for them because it makes them feel they are making a contribution to the agencies with whom they work and also a learning opportunity for them.

While the process is important and captures intelligence within the community in its own way, and in a very positive way, it is by no means the only rudder that a district should consider using in making decisions. A few years ago they worked with a director who was right out of his graduate program and had very little experience. He was glad they had the study because he could see what the majority of the public wanted on any issue and that would justify it for him. Dr. Digrino reminded him that administering an agency was much more complex than that. One of the things they see time and time again is the kinds of facilities, venues and programs that appeal to large numbers of people will typically generate higher frequencies of interest. Yet when they look at the districts that set the bar and viewed as the kinds of agencies that other agencies aspire to be, they are that way because they know how to address the specialized needs of a specialized audience or public within the community. If they only use charts and graphs to guide decision making there will be an abundance of swimming pools and walking trails.

Glen Ellyn has a very experienced staff and they are extremely well respected across the state and beyond. Board members understand the community to greater or lesser degrees. There is a danger thinking you have a handle based upon that intuitive feel alone but he could not over estimate how important that intuitive feel is as well. The decision making process relies upon a variety of tools and a survey is an important one.

The Board and staff will now have data to look to and say it is more than a thought or an opinion. They can make decisions and respond to community questions and concerns with a level of confidence.

Drs. Digrino and Yoder presented a Summary of Findings, highlighting the Primary Objectives of the survey:

- Demographic profiles
- Methods of awareness
- Household involvement with Park District programs, parks and facilities
- Reasons for nonparticipation in Park District programs or events
- Reasons for noninvolvement in Park District programs or events
- Respondents’ options to the Glen Ellyn Park District for leisure activities
- Levels of priority regarding future development
- Attitudes and opinions regarding selected issues
- Evaluative ratings of Park District parks and playgrounds in general
- Respondents’ opinion of the effect of the economic slowdown on their involvement with park District facilities and programs
- Evaluative ratings of program quantity and quality

Seven thousand residents were randomly sampled and 1,164 surveys were returned, a 16.5% return rate. In this type of research studies have shown that the response rate, particularly with this large of a sample, provides a very high level of confidence that the results are characteristic of community at large. Based on the sample size this leaves them with the precision level of + or - 3%, 95% of the time.

Demographic Responses:
• 7 of every 10 respondents were female
• 43% of respondents were households with 1 or more children
• 56% had income over $100,000
• 19.1 average years in residence
• Regional representation: SE 26%, SW 16%, NW 16%, N 16%, S 15%, NE 11%. The southern region has fewer households with children.

Awareness:
• Brochure is most used and is most important to residents.
• 31.4% use Park District website
• 2009 website visitation is 49.7%
• 28% receive Park District email blasts and an additional 281 provided their email address and the areas in which they desire email notices
• Households with children are generally more aware of programs, events, facilities and policies.
• 84% were aware they can register for programs at Main Street Recreation Center
• 78% were aware they can register for programs at Spring Avenue Recreation Center
• 76% were aware of free family events
• 70% were aware they could rent rooms
• 66% were aware of the Block Party program
• 63% were aware of the sports complex
• 61% were aware Park District is a separate governmental agency
• 44% were aware there were registration kiosks
• 41% were aware of Western DuPage Special Recreation Association
• 30% were aware the Park District has financial assistance program
• 28% were aware the Park District has agreements with local school districts
• 23% were aware the Park District had received grants for the development of Maryknoll, Churchill and Village Green Parks
• 22% were aware the Park District contributed funds for the expansion of gyms at Churchill and Ben Franklin Schools
• 15% were aware the Park District has a AA bond rating
• 12% were aware the Park District had received grants for energy efficient lighting and recycling

Opinions:
• For every dollar paid in property taxes, 5 cents is paid to the Park District.
  17% felt that was too high, 77% felt it reasonable and 6% felt it was too low
• 56% felt parks contributed to their home value, 35% perhaps and 9% no
• Project support:
  Renovate Lake Ellyn Boathouse 45%
  Build nature center 33%
  Build outdoor amphitheater 27%
  Renovate Newton concession/field house 22%
  Add lights to Newton tennis courts 21%
  Add platform tennis courts 10%
• Residents indicated greater emphasis should be put on health and fitness for youth, adults and seniors
• Overwhelming belief that the Park District contributes to the quality of life (87%)
• The effect of the economic downturn: 27% said park visitation would increase and 18% said program involvement would decrease
Program:
• 43% indicated MSRC was their site for registration
• 30% registered online
• 17% register at Spring Avenue Recreation Center
• Preferred location for recreation in order of preference
  Home
  Private fitness center
  Glen Ellyn Park District
  Friends/family homes
  Church
  College of DuPage

Dr. Digrino explained that sociological literature tells them that people who participate in their homes have a tendency to be much more entertainment centered as opposed to development centered. Growing as wholesome healthy individuals. There are many studies comparing home subject to what is known as community subject types of leisure pursuits and activities.

Dr. Digrino pointed out that if there were other internal analysis the Board or staff would like to have done, he and Dr. Yoder have the data base and a report could be on Director Atwell’s desk within a day or two. For instance, if they wanted to know characteristic differences between the 17% who felt taxes were to high and 6% too low, they can let the Board and staff know what the regional distribution was. When they do this kind of work for park districts that relationship continues and they are available to do any follow-up work at no additional charge.

When asked how the Board should look at the “undecided” responses Dr. Digrino said the Board has to put themselves in the mind set of the respondent. Undecided means they are not ready to say do it or not do it because they need more information. A percentage of them could care less and the other percentage are vested but have not arrived on an opinion.

Dr. Yoder commented that on like support of projects, because they have the data base they could do further analysis and provide more information on many of the items.

The Board thanked Dr. Digrini and Dr. Yoder for their presentation.

Director Atwell commented that the survey results would be posted on the Park District’s website.

**Proposed Agreement for Temporary Construction and Permanent Easements between the Glen Ellyn Park District and the Glenbard Wastewater Authority Regarding the Reconstruction of the St. Charles Road Pumping Facility within Ackerman Park**

Superintendent Scarmardo stated that the last time the proposed agreement was presented the Board had questions so he contacted Joe Caracci, Village Director of Public Works, who provided responses to the questions. The responses were presented to the Board in a report. Staff did not feel the project would negatively impact programs in Ackerman Park.

Commissioner Hess noted that soils would be stored in a temporary construction easement and asked where that easement was located and if wetlands would be impacted. He asked that the exhibit map that is part of the agreement be provided to the Board prior to them approving the agreement.
The Board agreed to place further discussion of the Proposed Agreement under “Unfinished Business” on the September 15, 2009 Regular Meeting agenda.

**Pay Request #10 for Ackerman Sports Complex Project**
Superintendent Scarmardo presented the Ackerman Sports Complex project Pay Request #10 and gave a project update. The $592,017.95 pay request was for labor and materials for carpentry, concrete work, masonry, electrical, HVAC installation, plumbing, glazing, painting, steel fabrication and professional services for Professional Building Services which included construction management fees and reimbursable expenses of $23,287.08.

Commissioner Nephew asked if the management fee for Professional Building Services was typically how much it is per month and asked for an example of reimbursable expenses.

Superintendent Scarmardo explained that Professional Building Services is paid on a percentage of completed work and the payment in the pay request was a typical monthly average. Payment for reimbursable expenses include blueprint duplication, porta-lets, temporary fencing and material testing and reports.

The Board agreed to place formal approval of the Ackerman Sports Complex project Pay Request #10, in the amount of $592,017.985, on the September 15, 2009 Regular Meeting consent agenda.

**Equipment Replacement Fund - Vehicle Purchase**
Superintendent Scarmardo reported that recently there was a Park District vehicle in the maintenance department that was scheduled to be replaced in the 2010 budget year. The vehicle needs a lot of work, including transmission work, and because the vehicle will be replaced next year it did not seem prudent to put $2,000 into a vehicle that is worth a little over $5,000.

In February staff had suggested delaying the purchases of three vehicles so there is $33,379 in the Equipment Replacement Fund to purchase a vehicle at this time. Because the cost of the vehicle does not fall under State bidding requirements staff obtained three prices quotes. The lowest price quote was from Zimmerman Ford for $16,831. The other two quotes were from Packey Webb Ford for $19,950 and Northwest Ford for $17,830. The vehicle trade in value for the Dodge is approximately $5,810 so the total outlay for the new vehicle would be $11,201. The vehicle was bid out in October of last year and at that time Packey Webb Ford was the low bidder at $19,950 and agreed to honor that pricing when asked for a price quote.

Superintendent Scarmardo explained that staff would advertise the sale of the 2002 Dodge.

Commissioner Nephew asked why staff was going from a pickup to a SUV and how the Escape would be used.

Superintendent Scarmardo explained that the Escape was not going into the fleet. Vehicles in the fleet will be rearranged and there is a 3/4 ton pickup that will replace the Dodge. The Escape will be used for a staff person.

Staff recommended, and the Board agreed, to place approval of the purchase of a 2010 Ford Escape from Zimmerman Ford for $16,831 and the disposal of the 2002 Dodge on the September 15, 2009 Regular Meeting consent agenda.
Changes to Meeting Minutes
President Minogue commented that Commissioner Nephew had some questions about changes to the July 21 meeting minutes. She felt it was important that everyone was aware that a summary discussion of all matters proposed, deliberated or decided and a record of any votes taken is what actually is required to be in the meeting minutes. The question is how the Board will handle the situation if someone wants to change them.

Commissioner Nephew commented that it wasn’t a question of detail as much as it was a question of content. In her recollection of the conversation that occurred at the meeting she had that in her mind when she read the meeting and the two sentences she saw did not seem to reflect what she recalled from that discussion so she listened to the tape. What she asked to be included in the minutes was what she heard on the tape as well as her recollection and also asked that the wording of the motion be corrected. Her concern was accuracy of the content and not how much discussion or detail.

Commissioner Hess commented that changing the minutes brought up the subject of avenues in the future that they should look at. He reviewed Roberts Rules and what Ted Flickinger, President of the Illinois Association of Park Districts, had said on the subject of minutes. In his book Get on Board he states, “Minutes can easily become too exhaustive and extensive especially when every bit of a conversation is included. Secretaries should record exactly what was done, not necessarily what was said.”

He had no problem with accuracy but was worried that the extent of the discussion that is outlined led him to actually go back and listen to the minutes and perhaps add more discussion, for instance, anecdotal evidence. He talked about that at a meeting and was not sure which meeting that was and perhaps he would want to add that in if it is going to be part of the public record. Another Commissioner may then want to add something additional and he questioned where it would all end. A fellow Commissioner is now asking something be put into the minutes that another Commissioner said.

Attorney Adams felt very strongly that the minutes should not be a detailed blow by blow recital of every Commissioner’s comments on any issue. There is compelling risk management reasons not to go in that direction. The minutes are not supposed to be a transcript but are to provide information about the issues that were discussed, what was proposed, what was voted on and the key points of the deliberation.

Lengthy discussion ensued on the changes Commissioner Nephew had suggested after which time Commissioner Creech suggested only correcting the wording of the motion and deleting the original two sentences from the minutes presented by the Board Secretary. Rather than adding more, strike the original two sentences.

The Board agreed placing approval of the July 21, 2009 Regular Meeting under “Unfinished Business” on the agenda for the September 15, 2009 Regular Meeting.

Matters from Staff
Marketing & Communication Supervisor Talenco reminded the Board that the Glen Ellyn Autumn Daze is being held by the Chamber of Commerce. It is the first such event and will take place in the parking lot in the Crescent Boulevard, west of Main Street, beginning Friday, September 4 and ending Sunday, September 6. Sunday’s event is being sponsored by the Park District and will feature Disney Radio from noon until 9:00 p.m.
Matters from Commissioners
Commissioner Dallman commented that his son George, who is in the A-capella Underground Group attended the Madonnari Off Main. He had a great time singing and was amazed with some of the art work. That is an unsolicited opinion from a teenager.

Commissioner Hess attended the Madonnari event and gave kudos to Commissioner Aubrey for all his time and effort in spearheading the event. It was full of activity from morning to late in the evening. He also attended the volunteer party at Sunset Pool which was also a fun event and it is nice to have the party for the volunteers as a way to thank them for everything they do for the Park District.

Commissioner Aubrey commented that about six months ago while working at Churchill Park Superintendent Scarmardo suggested that since he loves history he looked into why the park was named Churchill Park. He has been working with Ms. Janet Williams and looked through historical records at the County. They started at 1870 and worked their way back and found that in 1853 the land was owned by Alfred Standish who died in 1871. He felt he was very close to determining why the park was named Churchill.

He also saw some old aerial shots of Churchill Park and in 1981 there were no trees. If you stood on Geneva Road you could see St. Charles Road.

Commissioner Kinzler asked about the survey of the people who use the SARC fitness center.

Director Atwell explained that the survey was currently being taken and bids were advertised for the Ackerman fitness equipment. Both will be presented to the Board at their next meeting.

Commissioner Kinzler commented that he had a nice time at the recent Board Retreat and it was well organized. He felt there was a lot of useful information as far as categorizing and ranking things.

President Minogue commented that she too enjoyed the Madonnari event and the Volunteer Party.

Adjourn
At 9:05 p.m. Commissioner Hess moved, seconded by Commissioner Creech, to adjourn the Workshop Meeting. Motion Carried

Respectfully submitted,

Jeanine Sesto
Board Secretary