

ROCKFORD PARK DISTRICT
BOARD OF COMMISSIONERS – REGULAR MEETING

JANUARY 26, 2010

Vice-President Jack L. Armstrong called the January 26, 2010 Regular Meeting of the Board of Commissioners of the Rockford Park District to order at 5:00 p.m. in the Rockford Park District Board Room, 401 South Main Street, Rockford, Illinois 61101.

Roll Call

Commissioners present: Armstrong (presiding), Brown, Martin

Commissioners absent: Brooks, Smith

Awards & Recognition

Rockford Park District Employee of the Year

Throughout 2009, 16 Rockford Park District employees were nominated by team members and selected by a Recognition Committee as “Employee of the Quarter,” making them eligible to be selected as “Employee of the Year.” The selection process was conducted by ballots submitted by members of the Recognition Committee and also the Park District’s D Team (Management Team).

Pete Stankiewicz, Rockford Park District Risk Manager received the most votes to be named “Employee of the Year.”

Certificate of Achievement for Excellence in Financial Reporting

Stacie Talbert, Chief Financial Officer presented Controller Penny Christians with the GFOA Award of Financial Reporting Achievement for being named the person primarily responsible for having earned this Certificate.

Stacie Talbert then presented the Certificate of Achievement for Excellence in Financial Reporting (GFOA) award to Vice-President Jack L. Armstrong. This Certificate of Achievement is the highest form of recognition in the area of governmental and financial reporting, and its attainment represents a significant accomplishment by a government and its management to clearly communicate its financial story. In 27 years, the Rockford Park District has been recognized 26 times for excellence in financial reporting.

Approval of Minutes

Motion by Commissioner Brown, seconded by Commissioner Martin, that the Board approve the January 12, 2010 Regular Board Meeting Minutes and January 12, 2010 Closed Session Minutes as presented.

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Ordinance 2010-O-1 – 2010 Annual Budget & Appropriation

Motion by Commissioner Martin, seconded by Commissioner Brown, that the Board approve the attached Ordinance 2010-O-1 – 2010 Annual Budget and Appropriation Ordinance (Attachment A).

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Resolution 2010-R-2 Authorizing the Expenditure of 2010 Bond Funds Prior to the Sale of the Bonds

Motion by Commissioner Brown, seconded by Commissioner Martin, that the Board approve the attached Resolution 2010-R-2 – Authorizing the Expenditure of 2010 Bond Funds prior to the Sale of the Bonds (Attachment B).

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Bid #1962-Rebid: Pool Drain Reconstruction at Alpine Park, Sand Park and Harkins Pools

Motion by Commissioner Martin, seconded by Commissioner Brown, that the Board approve a contract be issued to **Maverick Pools, Inc., the lowest responsible bidder, in the amount of \$91,050.00 to reconstruct pool drains at Alpine Pool, Sand Park Pool, and Harkins Pool to comply with the Virginia Graeme Baker Pool and Spa Safety Act.**

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Engagement of External Auditors for Other Professional Services

Motion by Commissioner Brown, seconded by Commissioner Martin, that the Board approve engaging the **services of Sikich LLP to conduct agreed upon procedures in an amount not to exceed \$18,000 to support the District's internal audit function.**

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Appointment of Freedom of Information Officer

Motion by Commissioner Martin, seconded by Commissioner Brown, that the Board **appoint Rose Rostamo, Assistant to the Chief Financial Officer, to serve as the District's official Freedom of Information Officer.**

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Proposal #09-106 Credit and Debit Card Processing Services

Motion by Commissioner Brown, seconded by Commissioner Martin, that the Board approve **entering into a one-year contract, with four (4) one-year renewal options, with Bank of America, the lowest most qualified responsive proposer, for credit and debit card acceptance services.**

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

Board Governance – Monitoring Report

Board Members affirmed by **Roll Call Vote** that they had received and read the following report, that the Executive Director had provided a reasonable interpretation of the policies, and the

information in the report conformed to the Executive Director's interpretation and showed achievement:

- 2.4.15 Financial Advisory Committee Recommendations

Board Governance – Information Request
Policy 4.10 Executive Director's Conditions of Employment, Compensation, Succession & Selection: 2B Information Request (Annual) to Determine Executive Director's Compensation

The Board received the requested information to review in order to determine the Executive Director's Compensation. The Board will discuss this information during a Closed Session scheduled for February 9, 2010 and will vote on the matter during open session at the next regularly scheduled Board meeting (February 23, 2010).

Adjournment

There being no further business to come before the Board, motion by Commissioner Martin, and seconded by Commissioner Brown, that the meeting be adjourned.

Approved by the unanimous voice vote of Commissioners present: 3 Ayes (Armstrong, Brown, Martin), 2 (Brooks, Smith) Absent, 0 Nays, 0 Abstain.

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Barbara Neville, Assistant Secretary

ATTEST:

APPROVED:

Tyler Smith, Secretary

Douglas J. Brooks, President

ATTACHMENTS

Item

Subject

A

Ordinance 2010-O-1 – 2010 Annual Budget & Appropriation

B

Resolution 2010-R-2 Authorizing the Expenditure of 2010 Bond Funds Prior to the Sale of the Bonds