



The mission of the Hoffman Estates Park District is to offer healthy and enjoyable experiences to our residents and guests by providing first class parks, facilities, programs and services in an environmentally and fiscally responsible manner.

**MINUTES
RECREATION COMMITTEE MEETING
July 14, 2015**

1. Roll Call:

A regular meeting of the Hoffman Estates Park District Recreation Committee Meeting was held on July 14, 2015 at 7:00 pm. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner R. Evans, Comm Rep Dressler, Henderson, Koltz, Wittkamp, Chairman Kinnane

Absent: Comm Rep Neel

Also Present: Executive Director Bostrom, Deputy Director/ A&F Director Talsma, Director of Rec/Facilities Kies

Audience: Commissioners Kaplan, McGinn, Kilbridge; Superintendent C&M Manisco, Sponsorship Coordinator Hayward, Operations Manager Tusa, GM of Sales and Operations Burnham, Fitness Supervisor Lindstrom, Superintendent of Facilities Basile, Program and Aquatic Supervisor Miller, Asst GM Ice Operations Jordan, 50+ Program Manager Cuff, Superintendent Recreation Chesak, Athletic Manager Thomas, Athletic Manager Steinhoff, Facilities Manager Albig, Program Manager Dodson, Sr. Program Manager Kapusinski, Ice Skating Supervisor Dooley, NWSRA Executive Director Tracey Crawford (arrived 7:10 p.m.)

2. Agenda:

Comm Rep Dressler made a motion, seconded by Commissioner R. Evans to approve the agenda as presented. The motion carried by voice vote.

3. Minutes:

Comm Rep Koltz made a motion, seconded by Comm Rep Wittkamp to approve the minutes of the May 12, 2015 meeting as presented. The motion carried by voice vote.

4. Comments from the Audience:

None

5. Old Business:

None

6. New Business:

A. NWSRA Overview of 2Q2015 /M15-081:

Executive Director Bostrom noted that NWSRA's Executive Director Tracey Crawford had a presentation for the committee; however she was running late and suggested that they move to item B.

B. Rec/Facilities & Golf Report and 2Q Goals/M15-082:

Director Kies introduced his staff noting that they were highly dedicated and hard working.

Sr. Program Manager Kapusinski explained that she was in charge of the preschool and early childhood programs and oversaw Program Manager Senne who was in charge of the Before and After programs and the summer camps.

Program Manager Dodson explained she was in charge of dance, gymnastics, martial arts and special events, and has been with the district for 8 years and had just finished with the dance recital.

Facilities Manager Albig explained that she managed the community centers, Vogeley and the dog parks as well as overseeing TC Facility Supervisor Fong. She noted that she had been with the district for 15 years full time and 30 overall.

Athletic Manager Steinhoff explained that she was one of two athletic managers and in charge of soccer, travel soccer, youth volleyball, field rentals and has been with the district 25 years.

Athletic Manager Thomas explained that he was with the district 1 ½ years and in charge of youth basketball, baseball, field rentals and

working on getting Rugby and several other start-up programs up and running.

Superintendent of Recreation Chesak explained she was with the district for 5 years and oversaw the Recreation staff (Cuff, Thomas, Steinhoff, Dodson, and Kapusinski) and the liaison for the Northwest 4th Fest.

Asst. GM Ice Operations Jordan explained he was in charge of the hockey program and had been here since its very beginning.

50+ Program Manager Cuff explained she has been with the district 7 years and planned the 50+ trips, classes and organized play. She noted that the club had over 600 members.

Fitness Supervisor Lindstrom explained he oversaw the fitness programs at PSSWC along with the personal training.

Superintendent of Facilities Basile explained that she oversaw Lindstrom, Miller, Burnham and Building Maintenance Supervisor Paul along with special projects, capital projects as well as instruction for CPR and the district's CHEER Program. She noted that she has been with the district for 15 years.

Program & Aquatics Manager Miller explained that she has been with the district for 9 years and provided programming at PSSWC as well as overseeing Seascope Aquatic Center.

Superintendent of C&M Manisco explained that her department was in charge of producing the District's Guide as well as maintaining the website, marquee signs, PR & social media and overseeing the sponsorship program and that she had been with the district for 4 years.

Sponsorship Coordinator Hayward said she had started with the district as a swim instructor and taken on the sponsorship program just recently.

Operations Manager Tusa explained that she oversaw the service desk at PSSWC and their facility rentals and contractual programs.

GM of Sales and Operations Burnham said she has been with the district 8 years and oversaw the sales and membership area.

Skating Supervisor Dooley said she was in charge of the skating program including summer camps and special events.

Director Kies noted again that it was a great crew with many wonderful team members. He also reminded the committee that the Party In the Park was scheduled for August 23.

Comm Rep Koltz asked how not having a budget for the State was impacting the preschool. Sr. Program Manager Kapusinski explained that the July payment might be late but they had not heard of any other issues. She reminded the committee that the State had already denied most of the preschool State supported participants any future payments and that the district had re-structured preschool payments to address that need. Executive Director Bostrom explained that the only funds received from the State was child care support and grants which currently are not being funded.

Comm Rep Koltz asked about the Bergman Subdivision and the park at Ela and Algonquin Roads. Executive Director Bostrom explained that the park would be fenced in and buffered from the roads.

Comm Rep Koltz asked about the retention pond in the center of the subdivision and having it fenced off for private use by the homeowners. Executive Director Bostrom explained that it was district property; that the district typically assumes responsibility for retention ponds and they had received compensation which paid 100% of the playground and park improvements. He also noted that the storm water detention area was not active recreational space.

Commissioner Evans asked about the new program Nature's Investigators and how it differed from the Nature Camps. Sr. Program Manager Kapusinski explained that they were initially 1 hour preschool nature classes that she turned into 2 day/2 hour nature programs at Vogelei for preschool and titled differently from the Nature Camps that ran 9 – 3:30 pm.

Comm Rep Dressler thanked staff on the great job they were doing.

Commissioner Kaplan asked about the horsemanship classes and Program Manager Dodson noted that they were from a horse farm west of Elgin offering adults and kids classes in grooming, safety and beginning riding in hopes that they would sign up for more programs. It will be offered in the fall along with archery. Director Kies explained that they had 2 Eagle Scouts working to create an archery field.

Commissioner Kaplan asked about the dog park cards and Facilities Manager Albig explained that a new cable was installed and they were waiting for a new gate lock and hoped the system would be up and running in the near future.

Executive Director Bostrom asked for questions on the golf report and 2Q goals.

Comm Rep Koltz made a motion, seconded by Commissioner Evans to send the Rec/Facilities & Golf Report and 2Q Goals to the board as presented. The motion carried by voice vote.

A. NWSRA Overview:

NWSRA Executive Director Crawford distributed a packet to the committee and made a presentation. She talked about NWSRA existing to create outstanding opportunities and that Illinois was the only state with a special recreation program. She talked about the fundraising arm of NWSRA; SLSF – Special Leisure Services Foundation and that NWSRA was the largest of the Special Rec organizations with 2000 programs servicing 17 communities. She also talked about the outreach program to people who did not know about NWSRA and that they had celebrated 40 years last year.

NWSRA Executive Director Crawford explained that they had just opened an adult day program in partnership with Clearbrook and were servicing 18 adults each day and a total of 40 adults. She talked about the Healthy Minds program for disabled vets noting that they serviced 6 Veterans presently. She talked about the increase in collaboration with other community partners as a goal and thanked the district for sharing facility space as they were always looking for more space. She also talked about the enhanced training they offered staff.

Commissioner Evans asked if they had an actual percentage of the community that did not know about NWSRA that they had been able to contact. Executive Director Crawford noted that those numbers would be available at the October board meeting.

Comm Rep Dressler explained that she had used NWSRA in the past and did they have a better way to educate parents about NWSRA today. Executive Director Crawford explained that the schools now offered the electronic backpack that they could access and that they were looking to target more specific audiences.

50+ Program Manager Cuff asked about the low numbers for the mental illness reported in Hoffman Estates. Executive Director Crawford noted that it was a disability that tended to be a very difficult disability to report on and the number was often very low.

Sr. Program Manager Kapusinski asked about the Early Childhood category and Executive Director Crawford explained that it described those children with some delays but were not labeled early in their life.

Comm Rep Dressler made a motion, seconded by Comm Rep Wittkamp to accept the information on NWSRA from Executive Director Crawford. The motion carried by voice vote.

7. Committee Member Comments:

Comm Rep Wittkamp noted that it was a good meeting.

Commissioner Evans said he was sorry to hear that Splish Splash had been cancelled but noted that the Big Bucket Challenge had been a success with 31 couples. He asked if they had information on the benefit of the marquees. Executive Director Bostrom explained that they were looking to gather more information on the ROI from marquees and it would be presented at a later date.

Chairman Kinnane said he was very proud of the staff and that they had done a great job.

8. Adjournment:

Commissioner Evans made a motion, seconded by Comm Rep Koltz to adjourn the meeting at 8:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Dean R. Bostrom
Secretary

Peggy Kusmierski
Recording Secretary