

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**February 16, 2009**

- **Call to Order**

The regular meeting of the Washington Park District Board of Commissioners, Tazewell County, Illinois was held on March 16, 2009 at the Washington Park District office located at 105 S. Spruce Street, Washington, Illinois. President Jim Bremner called the meeting to order at 5:30 pm. Staff present was Doug Damery, Director; Kristy Howell, Recreation Manager; Jackie Hofer, Administrative Assistant; Brad Kanaga, Superintendent of Parks, and Kim Hess, Finance Manager. Commissioners present were: Jim Bremner, Dale Claus, and Lorelei Cox. Matt Moehle and Scott Underwood were absent.

- **Petition and Public Comment**

None

- **Approval of Minutes**

- Approval of January 19, 2008 Regular Meeting Minutes
- A motion was made to approve the January 19, 2009 meeting minutes. (Claus, Cox; C-Un)

- **Financial Report**

- A motion was made to approve the financial report. (Cox, Claus; C-Un)
  - Audit Review with Phil Michael-Phil attended the February board meeting to review the audit and answer any question commissioners and staff may have.

- **Review and Approval of Claims**

- A motion was made to approve and pay the claims (Cox, Claus; C-Un)

- **Committee Reports**

- Update from HISRA Representative: Commissioner Claus reported Director Damery has been appointed Chairman of the Board for HISRA. Director Damery has requested a participation report from HISRA.
- Update from the WACC Representative. Commissioner Cox attended the meeting and reported the following: the pool leak has been fixed, a copy of the 2008 budget they had based depreciation on the building lasting 50 years. They now have switched gears a bit and are now basing it on 40 years. On a positive note they say the theater and banquet revenue is higher, however, on the negative side the expenses for utilities have gone down considerably. They did make before depreciation an operating gain of \$271,000.

- **Staff Reports**

- **Parks and Property**-Brad highlighted items on his report; however, there were no additions to his report.
- **Athletic Coordinator**-Jean and Kathy's report was presented in the packet.
- **Recreation Manager**-Kristy had no additions but did report that the Daddy/Daughter Dance was a huge success.
- **Executive Director**-Doug highlighted a few items on his report.

- **Old Business**

- **Update regarding the Washington Recreation Trail Wilmore Rd. Connection** Director Damery stated that he included a small copy of the drawings. Director Damery will be meeting with Jim Ash tomorrow. After that he will meet with the rest of the property owners. Director Damery has met with the Township and they are concerned with the retaining wall. Director Damery explained that he could not address all of their questions they had so Director Damery will meet with Jim Ash to go over some of the details involved with what they are concerned about and see if those concerns can be satisfied.

- **New Business**

- **Discussion and Action on lease of a copier**-Director Damery presented the information and lease agreement for a new Xerox copier. The copier we currently have is a Xerox DC265 that we purchased from IPRA in 2005. The new copier has the ability to be networked with the computers as well as color and all the same features of the older unit.
- A motion was made to authorize the director to enter a lease agreement for the proposed copier(Cox, Claus; C-Un)

- **Discussion of Pool Budget and Operation Plan**-Based on the suggestion and recommendation from the board last month, Director Damery has hired Colleen Sheridan as pool manager as Katie could not fill the role as we needed it to be filled.

We are going to change the structure of management at the pool to better train staff for leadership roles because it is unlikely to find individuals such as Mike Adams and Karen Anderson and we will need to bring them up through the system similar to the way Katie learned the job. The manager will be assisted by 2 assistant managers and several head lifeguards. All staff will need to be certified lifeguards and this combination will replace our pool supervisors.

A discussion took place about pool rates and fees and will be presented to the board next month for approval.

- **Adjournment**

- A motion was made at approximately 8:27pm to adjourn. (Claus, Cox; C-Un)

Respectfully Submitted,

Lorelei Cox, Secretary  
Washington Park District  
Board of Commissioners