

**Village of Antioch  
Park Commission Meeting  
Municipal Building: 874 Main Street, Antioch, Illinois  
Wednesday January 23, 2013**

**CALL TO ORDER**

The regular meeting of the Village of Antioch Park Commission was called to order at 7:04 p.m. by Acting Chairman Gina Wolf.

**PLEDGE OF ALLEGIANCE**

The Antioch Park Commissioners led the Pledge of Allegiance.

**ROLL CALL**

Following the Pledge of Allegiance, roll call indicated the following Commissioners were present: "Angel Brooks, Jerry Johnson, Gina Wolf, Will Martino Cedric Johnson, and Cindy Bucci . Others present were: Parks and Recreation Acting Director/ Special Event Coordinator Shawn Roby, Program Supervisor Libby Baker, Recording Secretary Toni Galster, Village Board Liaison Mary Dominiak " Chairman Jim Weber arrived at 7:10 pm

**APPROVAL OF MINUTES**

Member Will Martino moved, seconded by Member Cedric Johnson to approve the November 14, 2012 meeting minutes as corrected. Upon voice vote: 6 - Ayes. 0 - Nays. MOTION CARRIED.

**COMMUNICATIONS**

No report.

**REPORTS**

**Chairman Weber - No report**

**Director of Parks & Recreation/ Special Events Coordinator: Shawn Roby**

**Discussion of Pool**

A major portion of the pool vessel itself has been poured and is in place. At this time we are on schedule to complete on schedule in late may. The planned opening day at this time is June 1, 2013. The majority of the work in the bathhouse and pump house has been completed with minor work remaining except for the mechanical room which is currently being installed.

There are going to be costs that were not included in the price of the contract like exterior lockers/ concession equipment/ deck chair etc... We will be budgeting for these components now so they can be purchased at the beginning of the next fiscal year.

**Discussion of Fundraiser**

The fundraiser for the play feature only raised \$11,049.87 during the September through December "Save, Win and Swim promotion in which a Chevy Sonic was given away on December 13, 2012. Unfortunately we needed to come up with approximately \$84,000 to fund the play feature for this year implementation. Chairman Weber asked if it was possible to fund the remaining balance with the park acquisition fund while we continue to fundraise for the

outstanding balance. Cindy Bucci inquired how the board would put the money back into the Acquisition fund. Shawn explained, whatever is raised in the future from fundraising, will go back into the acquisition fund to replace what is taken out for the play feature.

Shawn also indicated that a fundraising committee should be formed in order to continue to fund the remaining balance of the project and it should be made up of park board members as well as interested residents. We can add names of people or businesses interested in donating large sums of money to the plaque that is being installed for the grand opening of the pool.

### New Pool Rules

Shawn has presented the board with the old pool rules and indicated that he would like them to read through them between now and the February park board meeting and make any concerns known. He pointed out that the current pool rules allow people to drop off kids who are 10 years or older to the pool without any supervision and believes that might be a little too young. His initial recommendation is age 10 to 12 or 14 years of age.

Other rules that Shawn pointed out included idea about floatation devices remaining banned from within the pool during normal operating hours. He also explained that with the news slide the old traditional rules would not be applicable and we would need to make changes. He believes that those rules probably exist within the designing company and he would contact them.

One of the items to help with the operation of the pool and the staff is installing a lifeguard training program like Starfish or Ellis. Both of these programs are a type of turnkey system that would allow you to train your staff as well as audit them throughout the summer to ensure they are doing what they are supposed to be doing. Another idea that is being played with is having a full-time aquatics manager on staff for the summer who has certifications in pool operations.

### Discussion of Brochure Changes and Parks Newsletter

Shawn is reporting to the board that going forward the parks and recreation brochure will be mailed to the entire residency of the Village and Township starting with the 2013 Spring Summer booklet. Traditionally the distribution of the brochure is about 4,000 through district 34 and various other schools around town. By mailing the brochure we will be putting it in approximately 11,000 hands between the Village and the Township. This will increase distribution by 300% which should certainly increase the participation in programming. The tentative date for delivery to the residents on the current brochure is March 20. When it comes to the Fall Winter brochure we are considering a separate pullout addition that would be mailed at the mid-point of the brochure as a reminder of upcoming programs and any additional programs that may have been added.

Shawn also informed the board of the new parks newsletter format that has started to be included in the monthly newsletter but also emailed to our entire participation list in our computer system. This is also another way to reach the village residents besides the traditional newsletter format we have used for years, facebook, and email.

### Arbor Day

Shawn asked the board if everyone on the board if they were in favor of the Arbor Day tree planting, everyone agreed that they would like to see it come back. Shawn suggested starting with the Saw Mill, there is plenty of trees and scrubs that need help. The pool might be a good location for Arbor Day in year 2 once the construction is completed but not a good place to go this year.

### Master Plan

Shawn has informed the board that moving forward on the master plan is important and he would like to utilize the brochure or June newsletter for the survey questionnaire. Shawn would like to produce the master plan for park board approval and ultimately village board approval by late 2013 or early 2014.

## Upcoming Events

The Daddy Daughter Date Night which will be on Saturday, February 2, 2013 at Antioch Upper Grade and we still need volunteers to set up the dance from 11:00 am – 2:00 pm and we will need volunteers to run the dance from 5:00 pm to 8:30 pm. Shawn has been in touch with the Antioch High School asking the National Honor Society if they can help. So far there is no one registered for the Girls Weekend Getaway. If no one signs up by Thursday, February 7<sup>th</sup> it will be cancelled. Sunday, March 24<sup>th</sup> is our Mother Son Bowling Date Night; we will need volunteers to hand out hot dogs, soda and chips. Saturday, March 30<sup>th</sup> we have our Annual Easter Parade and Eggcellent Egg Hunt. This year we will not be able to use the pavilion so the Egg Hunt will be on the Baseball field at Williams Park. Camp Crayon registration starts on Saturday, February 16<sup>th</sup> for Village residents. Summer Day Camp registration will begin on Saturday, April 6<sup>th</sup>.

## **Program Supervisor Libby Baker:**

### Camp Crayon

At Camp Crayon's open house was last week, attendance was not great but everyone that did attend liked what they heard and saw. We had very good feedback from everyone. Libby mentioned that she advertised in several places, newsletter, emailing and Facebook. There are a few changes for next year, the three year old program will go to Monday, Wednesday and Friday instead of just Monday and Wednesday, they will keep the Tuesday Thursday class the same. Libby indicated that the numbers were low this year in the 3 year old program and this extra day expansion may help increase those attendance numbers. Currently Libby has registration packages available online for parents to download now.

Mary Dominiak asked Libby if she feels the new day care center will impact us any? Libby expressed she didn't think it would, but we will find out soon enough. She explained that in this current year she had quite a few students from Wisconsin in our program and that they get free schooling as state residents and that explains some of our low numbers currently. Libby conducted a survey of our Wisconsin resident students and at this time only one indicated that they were not coming back next year.

Libby plans on going to a monthly payment plan rather than the 5 session plan she has now. The hope is this will lessen the confusion with payment that are currently due every 6 weeks and by moving to a monthly template would allow them to fall more naturally in line with personal budgets.

Our Camp Crayon lead instructors Miss Carol and Miss Theresa are attending a conference in the city this week for early childhood ideas. This should be a good way for them to get new ideas on how to approach trends within the childhood education.

### Summer Day Camp

Summer Day Camp registration will be on Saturday, April 6<sup>th</sup>. Libby believes that similar to past years that people will start lining up at 5:00 a.m. to ensure they have a spot in the camp.

The Summer Day Camp schedule: People who need day care will have a priority in registering for Monday through Friday for all three sessions first. Anyone registering for any other days must register for a minimum of 2 days a week. The same 2 days each week in a session.

Libby expressed that in previous years a camp family that registered for full time camp was given the pool pass free. Libby would like to see every person registering for camp whether they are part time or full time, be charged the same amount \$25.00 for the pool pass. Since the Pool Passes go on sale on Monday, February 4<sup>th</sup> Libby believes that parents will want to know how it will work, if the campers get a discounted rate for the pass, and the parents want to get a family pass, will they get a discount for having kids with passes already.

This years fees due at the time of registration will be; \$50 registration fee per child; \$25 pool pass fee per child; and a \$25 per session deposit fee per child. The purpose of the \$25 deposit per session fee is to lock people into their registration commitment. In the past we have had parents who have registered their kids for full time camp on day 1 to ensure they had a spot then they dropped the days they didn't need later. The problem for the parks and recreation department is we are turning people away at registration because spots have been taken by people who ultimately are not going to use them and we lose that revenue. The \$25 deposit per session will be used as a credit on their account as long as they do not make any changes to the days of attendance after the registration date. If they do we will be charging a \$25 administrative fee to make any changes to the system. Therefore someone who makes changes will ultimately pay us \$25 to make changes for them after their initial registration. If no changes are made leading up to the session beginning there will be a \$25 credit on their balance for that particular session.

Angela asked if The Village of Antioch still has the Scholarship program? Shawn informed the board that last year we had 5 families that took advantage of the program. We utilize the schools approval process as much as we can. If they school approves them for discounted programming we tent to follow the work they do and use their paperwork as proof of need. Those who qualify for the scholarship program are only allowed to use it for in-house programs such as camp crayon, camps and pool passes.

### **Financial Reports**

Financial Reports for the period ending November 30, 2012 were reviewed. The budget this year is going in the right direction. The Village has found ways to cut the budget.

### **Other Business**

Gina asked about the pool fee, Shawn explained how it broke it down for the Village Board; the number was set at 600 total people a day. The board voted on \$70.00 an individual and \$200.00 for a family of 4 and \$35.00 for each additional member.

Jim Weber inquired about the pool pass ID's. Shawn explained that MaxSolution has expanded their programming to include – Time clock, membership software, and pre-loaded debt cards for parents to fill for their kids. Jim asked if the child's age could be included in the bar code since a certain age is required to get in the pool. Shawn will check into this.

Will Martino wants to start a pilot service program for the home owners association in his subdivision. This program would trade off services within the parks that surround the subdivision. Will indicated that he is ready to move forward with this agreement and would like to meet with the Village to talk further.

Shawn would like to have a ribbon cutting ceremony for Sprenger Park early this spring. This is the best park in Antioch and should be recognized for it. Shawn plans on sending more of our programs to this park.

The High School is looking toward the Village to help them find fields for their students to use.

On March 13<sup>th</sup> the 100<sup>th</sup> Birthday of the Fire Department will have a ceremony at the High School.

Cindy Bucci wanted to thank Toni Galster for all her hard work she did on the Save Win and Swim program.

**Adjournment**

There being no further discussion, Member Jerry Johnson moved, seconded by Member Angela Brooks to adjourn the Park Commission meeting at 8:36 p.m.

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Chairman Jim Weber

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Toni Galster, Secretary