

**Village of Antioch
Park Commission Meeting
Municipal Building: 874 Main Street, Antioch, Illinois
Wednesday, June 17, 2015**

CALL TO ORDER

Park Board Chairman Jim Weber called the June 17, 2015 regular meeting of the Park Board to order at 7:13 pm in the Municipal Building: 874 Main Street, Antioch, IL.

PLEDGE OF ALLEGIANCE

The Antioch Park Commissioners led the Pledge of Allegiance.

ROLL CALL

Roll call indicated the following Commissioners were present, Angela Brooks, Ron Horton, Cedric Johnson, Jen Dosch and Chairman Jim Weber. Others present were: Parks and Recreation Director Shawn Roby, Program Supervisor Mary Quilty, Trustee Jerry Johnson, Recording Secretary Toni Galster. Absent were; Will Martino and Gina Wolf

APPROVAL OF MINUTES

Member Cedric Johnson moved, seconded by Member Angela Brooks to approve the May 20, 2015 meeting minutes as corrected. Upon voice vote: **Yes:**4: Angela Brooks, Ron Horton, Cedric Johnson, and Jen Dosch **No:** 0. THE MOTION CARRIED. Absent were; Will Martino and Gina Wolf.

COMMUNICATIONS

REPORTS

Chairman Weber:

Chairman Weber commented about the Flag Football league and that the Village of Antioch does not have the resources or ability to run this program. Shawn Roby told the Board that the Village should not to go forward with this league. Shawn also told the Board that the spokesperson for the flag football league has spoken to 5 Star Sports and they are working on an agreement to work together with 5 Star Sports under their insurance umbrella. 5 Star Sports has already contacted the Village in regards to their merger.

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

Facility Rental Fees/Agreement

Shawn spoke to the Board again about the Fee Structure for the Parks Building and the Senior Building. Shawn believes that it is time to start charging for the use of these buildings. Shawn took a vote the Board agreed to move forward on the Facility Rental Agreement for the Parks Department and the Senior building.

Upon voice vote: Yes: 5 – Angela Brooks, Ron Horton, Cedric Johnson, Jen Dosch and Chairman Jim Weber. NO. 0. Absent: Will Martino and Gina Wolf. Motion carried.

Pool Closure & Refund Policy

Shawn agrees that the current policy will need to be spelled out clearer. At this time the policy clearly states that if the temperature goes below 65 degrees, the pool will close until the temperature rises. Shawn did some research and found other communities have similar rules. Temperatures vary from 60 degrees up to 70 degrees. Antioch has chosen 65 degrees. Shawn also discovered that the reason behind having this rule, hyperthermia will start to set in at 60 degrees. Shawn also spoke about the rain policy, lightning policy, and the minimum amount of people at the pool before the staff is required to close the pool. Shawn approach the Board about using rain day tickets for people that have paid to get into the pool and now must leave due to the weather. How will they be given out? Who decides, and how long must a patron be at the pool before they are given a rain date ticket? Shawn did some research and found that Hunt Club pool in Gurnee does give out rain date tickets. Cedric Johnson motioned first to have a vote to change the refund policy, seconded by Angela Brooks. Upon voice vote: Yes: 5 agree that the policy at the Antioch Aqua Center needs to be changed from the "No Refund" policy to a "Rain Day Ticket" policy, and to change the low attendance to 25 patrons or fewer for 1 hour. Absent were Will Martino and Gina Wolf.

Park Rental Non-Charged Organization being too broad

Shawn spoke to the Board regarding the problem the Parks Department is having with outside organizations renting the pavilions to non-district schools and not charging them. Shawn would like to change this policy and start charging any organization that is not in the 60002 zip code rental fees for the pavilions. He would also like to see a proof of insurance from each organization with the Village of Antioch added as a rider. This will include the Aqua Center for every rental.

Administrative Fee for any changes in Parks Programming

Shawn explained to the Park Board that there is a "No Refund" policy when registering anyone for a class in our programs. If a class does cancel due to low enrollment the resident has the choice to have a full refund or put the money on account for future classes. Shawn is requesting that a service fee be charged from \$5 to \$10 depending on the program being canceled the and the time before the program begins. Shawn proposed that the Parks Department start charging an administrative fee for changes made on all registrations. Angela Brooks motioned to start charging a service fee for all changes made in registrations, Ron Horton second the motion.

Upon voice vote: Yes 5: Motion carried – Angela Brooks, Ron Horton, Cedric Johnson, Jen Dosch and Chairman Jim Weber. NO. 0. Absent: Will Martino and Gina Wolf. Motion carried.

Christmas Town Event

Jen explained to the Board that she had heard that the Antioch Woman's Club is mad at the Antioch Chamber of Commerce for changing the Enchanted Santa House to a Frozen Theme Santa, and do away with the Mrs. Claus and replace her with the Frozen Characters. Shawn has suggested in the past meetings that the Parks and Recreation employees would love to host a Christmas Town Event, to include local organizations to help out, in addition to the North Pole Express event already in place. Shawn also told the Board that this year we may not get as many dates on the train as in the past, so this would be an extra bonus for the residents that don't get tickets to the North Pole Express.

Scholarship Fee Break and Volunteer Hours

This past year alone the Parks Department has awarded 7 scholarships to families in need. Each week more and more people come into the office looking for scholarships. Shawn explained that there are only so many to give out. Not everyone that applies is awarded one. Shawn wants to talk to the Village attorney Bob Long to see if it is possible to ask the recipients of the scholarships if they are willing to volunteer their time in exchange for these scholarships. It would only be for special events. Shawn will report back to the board after he speaks with the Village attorney Bob Long.

Upcoming Events

Summer is upon us and events will be coming up quickly. The Miss Antioch Pageant will be on the weekend of June 20th. Jen Dosch has asked the Board for help with the tabulation table, admissions and break down. Ron and Jim told Jen they could help. 4th of July will be here shortly and Shawn has requested from the Board that he needs to help, either for the parade and or the activities at Williams Park. Breakfast for the helpers will be at the Las Vegas restaurant at 8:00 am on Saturday, July 4th. Shawn told the Board that we are trying something new this year at the 4th of July activities, Regular Bingo, Candy Bingo and a Hot Wings eating competition. So far no one has signed up for the Hot Wings competition yet. Shawn reminded everyone that the "It' Thursday Concert" have started. Ron ask each of the Board members if they could come to the concert and sit at the Parks booth and try to get donations for future events. Camping Under The Stars will be in July, Toni has invited each Board member to come and see the event, and if they wanted to help, it would be appreciated. The Farmers Market is going strong, new vendors coming each week. The Parks Department has a booth with the donation box here also, anyone with free time should come down and help out with the donation box.

Program Supervisor Report Financial Reports

Multiple Child Discount for Camp/Preschool

Shawn and Mary have discussed having multiple child discounts for the Summer Day Camp program and possibly for Camp Crayon program. This would help families with 3 and 4 kids in our programs. Mary would like to see first child registration fee at \$50.00 and the 2nd, 3rd, and 4th child at \$25.00 each. Chairman Weber has recommended to the Board to add Multiple Child discount for the Summer Day and Camp Crayon programs.

Upon voice vote: Yes: 5 – Angela Brooks, Ron Horton, Cedric Johnson, Jen Dosch and Chairman Jim Weber. NO. 0. Absent: Will Martino and Gina Wolf. Motion carried.

Registration Policy for Summer Day Camp

Shawn and Mary has been discussing the registration process for Summer Day Camp. Shawn would like to encourage parents to sign up for Summer Day Camp early with a new sign up program for parents that sign up by April 22nd they would have 50% off of their registration fee. Parents that register by May 13th a 30% discount and anyone after May 16th it will be full price. Mary would also like to see the timeframe for signing up for each session changed also. Each camp week will be closed the Monday before the week it starts. Any deleting or swapping of days will assessed a \$10 admission fee per child, per occurrence. Parents will be able to add days with no penalty, but the days must be paid for when they add them.

Recreation Programming

Camp Crayon registration is still filling up, 2 out of the 7 classes are at the maximum that they can have. When a parent is accepted to the Hillcrest program, Mary has refunded the parents their registration fee.

Zumba is still going strong. Mary has added Aqua Zumba, which started tonight and there were at least 27 ladies participating. This class looks like it will be a success.

Financial Reports for the period ending May 31, 2015 were reviewed. The Village will be working on ways to cut the budget.

Next Meeting: Set for Wednesday, July 22, 2015 @ 7:00 pm

Other Business

Ron Horton mentioned that the Donation box at the Farmers Market and now the It's Thursday Concert has so far gotten over \$41.00 in donations, Ron strongly suggests that each Board member come down and help at these events.

Jim ask Jen what time should volunteers be at the High School on Saturday for the Miss Antioch Pageant. Jen told everyone 3:30 pm should be good. Jim also ask if Shawn was going to get the Mobile Eye to help on Saturday, July 4th.

Shawn told the Board that he plans on doing two Park walk through' s before the July Park Board meeting, Pederson Park and the Saw Mill.

There being no further discussion, Member Ron Horton moved, seconded by Member Cedric Johnson to adjourn the Park Commission meeting at 9:02 p.m.

Chairman Jim Weber

Toni Galster, Secretary