

**Lake County Forest Preserve District  
Operations Committee Meeting  
Monday, October 2, 2017**

The Operations Committee met Monday, October 2, 2017 at the Lake County Forest Preserves General Offices, 1899 West Winchester Road, Libertyville, Illinois.

- 1.0 **Call to Order** -With a quorum present, Chair Taylor called the meeting to order at 9:30 a.m.

**Commissioners Present:**

Craig Taylor, *Chair*  
Mary Ross Cunningham, *Vice Chair*  
Chuck Bartels (Electronic Attendance)  
Steve Carlson  
Michael Danforth  
Bill Durkin  
Diane Hewitt  
Judy Martini  
S. Michael Rummel  
Vance Wyatt

**Also Present:**

Ann B. Maine, *President*  
Alex "Ty" Kovach  
Mike Tully  
Jim Ballowe  
Nan Buckardt  
Katherine Hamilton-Smith  
Mary Kann  
Steve Neaman  
John Nelson  
John Tannahill  
Rebekah Snyder

Debbie Boness  
Andrew Osborne  
Maureen Shelton  
Matt Norton (Corporate Counsel)

**Absent:**

Brent Paxton

- 2.0 **Pledge of Allegiance** – Member Danforth led the Pledge of Allegiance.

President Maine requested a moment of silence for the recent tragedy in Las Vegas.

Chair Taylor stated that a timely notice was received from member Chuck Bartels in accordance with the District's policy on electronic meeting attendance, requesting to attend this meeting electronically because of personal illness or disability. He announced that member Bartels was connected via telephone. Hearing no motion to determine that his notice did not comply with the District's policy, Chair Taylor declared member Bartels present and requested a roll call of Committee Members.

Committee Secretary Shelton called the roll and 9 Committee Members were present: Taylor, Cunningham, Bartels, Carlson, Danforth, Durkin, Martini, Rummel, Wyatt.

Member Hewitt arrived at 9:35 am.

- 3.0 **Public Comment** – None

- 4.0 **Addenda to the Agenda** – There were no addenda to the agenda.

- 5.0 **Executive Director Comments**

Mr. Kovach distributed and reported on:

- Winter building removal;
- District's potential change in fiscal year-end; President Maine provided comments on changing the District's fiscal year to follow a calendar year;
- New payroll/HRIS system; Mary Kann responded to questions;
- 3rd Annual Fall Classic at ThunderHawk;
- Preservation Foundation's new Finance Committee and Development Committee;
- Teacher training for school district science coordinators;
- Ethel Untermyer Conservation Forum;
- Hike Lake County;
- Marina at Independence Grove closing on Monday, October 9;
- Newberry Library celebration of the Curt Teich Postcard Archives transfer;
- Time lapse video of installation of bridge at Middlefork Savanna has 6,250 views on Facebook.

6.0 **Correspondence – None**

7.0 **Approve Minutes**

Approve open and closed session minutes from August 28, 2017 Operations Committee Meeting. Motion by member Cunningham, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.

8.0 **New Business**

8.1 Approve a motion to (i) release Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) erase verbatim recordings, in accordance with the Open Meetings Act (the “Act”) and the District’s Policy on Closed Meeting Minutes and Verbatim Records (the “Policy”), as provided in Exhibit 1 to staff’s memo dated October 2, 2017. Mike Tully, Chief Operations Officer, summarized the Recommendation. Motion by member Rummel, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously.

8.2 Recommend approval of an Ordinance amending (i) the FY 2017/2018 budget, to increase expenditures in FY 2017/2018 by \$25,000 to allow for furnishing of the Lake County History Archives Research Room as part of the Museum Relocation Project with funding from the Museum Grant Fund and (ii) the Ten-Year Capital Improvement Plan to reflect such funding. Mr. Tully introduced the Recommendation. Nan Buckardt, Director of Education, summarized the Recommendation and responded to questions. A discussion was had in regards to the donation to the museum and the naming of the room. Rebekah Snyder, Executive Director of the Preservation Foundation responded the District’s Gift Recognition Policy allows naming rights. Motion by member Hewitt, second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

8.3 Recommend approval of a Resolution awarding a Contract for the purchase of access control and video surveillance equipment and services to Computer Power Systems, LLC, of Grayslake, IL, with the total purchase price of \$53,710.00. Mr. Tully summarized the Recommendation. Mary Kann, Director of Administration responded to questions. Motion by member Cunningham, second by member Martini. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

Member Durkin had an additional question on item 8.2 and requested going back to it. Chair Taylor approved this request. Member Durkin’s questioned the time limit to naming rights. Rebekah Snyder responded that renaming is addressed in the Gift Recognition Policy. Chair Taylor stated that no change was made to the vote, or new vote is necessary for Item 8.2.

8.4 Recommend approval of a Resolution authorizing the Disposal of Surplus Equipment and Supplies through a public auction process. Motion by member Wyatt, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

9.0 **Old Business** – None

Member Cunningham and Member Wyatt provided the committee with highlights from their recent attendance at the National Recreation and Park Association Annual Conference.

10.0 **Executive Session** – None

11.0 **Next Meeting** – November 6, 2017 at 9:00 am; General Offices, Libertyville

12.0 **Adjourn** - With no further business; Chair Taylor announced the meeting adjourned at 10:15 am.


**APPROVED:**

  
\_\_\_\_\_  
Craig Taylor, Chair

Yea  Nay

\_\_\_\_\_  
Diane Hewitt


Yea  Nay

  
\_\_\_\_\_  
Mary Ross Cunningham, Vice Chair

  
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Judy Martini

\_\_\_\_\_  
Chuck Bartels


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Brent Paxton

  
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Steve Carlson

  
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S. Michael Rummel

  
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Michael Danforth

  
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Vance Wyatt

  
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Bill Durkin