

## CHANNAHON PARK DISTRICT

### Minutes of the June 26, 2023, Regular Meeting of the Board of Commissioners

CALL TO ORDER: The meeting was called to order by Commissioner Clower at 5:00 p.m. at the Park District offices.

Roll call for attendance was taken.

COMMISSIONERS PRESENT: Scaccia, Clower, Lehman

COMMISSIONER ELECT:

COMMISSIONERS ABSENT: Babich, Caldwell

STAFF PRESENT: Leonard, Knutson, Mensik, Huber, Kehoe, Brown, Koszola

Everyone present at the meeting recited the Pledge of Allegiance.

#### APPROVAL OF MINUTES

The minutes of the May 22, 2023, Regular Board were presented for approval. Motion by Commissioner Scaccia second by Commissioner Lehman to approve the minutes of the Regular Board Meeting for May 22, 2023. All Commissioners present voted aye: motion carried.

#### CORRESPONDENCE

GFOA Certificate of Achievement

#### PUBLIC COMMENT

Presentation to Gail Durkee as Employee of the Month and 30 years of Services Recognition.

#### COMMISSIONER'S REPORTS

Commissioner Lehman shared with the Board that Arroyo Trails was listed as one of the best area parks.

Commissioner Scaccia would like staff to complete an internal review and update of the District's safety and emergency plans and preparedness. He would like staff to include other local jurisdiction during our review. Staff will report back to the Board in the fourth quarter of 2023.

#### TREASURER'S REPORT

Rick Kehoe, Business Manager presented the June 2023 Treasurer's and outstanding bills. Motion by Commissioner Lehman, second by Commissioner Clower to accept the May 2023 Treasurer's Report and authorize the payment of bills. Upon a roll call vote, the following Commissioner voted aye: Lehman, Caldwell, Clower. Motion Carried 3-0 Absent: Babich, Caldwell

Commissioner Scaccia is recommending that District staff research cost average electric billing.

and two returning Directors. There are 178 campers enrolled in the first session of camp. Staff were able to secure buses to take one field trip per session. This year Day Camp is splitting into two groups to go to different places instead of all at once. Staff are trying this to allow the older campers to enjoy more trips geared towards their age group.

Cooking Camps are all running (Early Childhood, Youth, Teen, and Adult) which makes Arrowhead Community Center full of many unique smells.

This summer there are two new early childhood classes Let’s Play! and Fun, Sun & Lunch. Fun, Sun & Lunch is offered for children entering Kindergarten & 1st grade. This camp is utilizing our nearby parks and businesses’ such as Arroyo Trails and Cherry Bob.

Summer Dance classes start the week of June 19. Eight classes are running this summer. At the end of the session participants will participate in a Summer Showcase on August 19.

Wiffleball Mania started on June 2 and runs every Friday from 4:30-5:30pm. There are ten participants in the first session. The second session will start on July 7.

Tennis Private lessons have been filling up this summer. Participants can register for 30-, 40-, or 60-minute sessions.

The Summer Co-Ed Youth Volleyball league started on June 13 for grades 3<sup>rd</sup>-8<sup>th</sup> grade. The league runs every Tuesday until July 25. There are currently forty-seven enrolled in this league. Volleyball Camp ran from June 5-8 with twenty-eight enrolled. During the week participants over the fundamentals of volleyball as well as played games.

Into to Lacrosse Camp is running two sessions this summer. The first session started on June 14 and will run until July5. This camp will focus on the fundamentals of Lacrosse and the rules of the game. There are currently twenty-five participants enrolled in the first session.

Country Line Dance class started June 15 with eleven registered, but with walk in participants had twenty for the first class! We expect this class to continue to grow over the summer and into the fall.

The first Movie in the Park was on Thursday, June 15 at Henneberry Park featuring “Little Giants”. There were over 120 participants that came out to watch the movie. The next Movie in the Park will be June 29 at Community Park featuring the original “Jumanji”.

Recreation and Marketing Staff are working on collecting information for the Fall Brochure. Staff met to discuss new program ideas.

**Facilities**

Dimensions Fitness Center

We currently have 870 members for June. Of those members, 582 are on our EFT payment program. Between Annual, 3 months, and 1 month track memberships, including seniors, we currently have an additional 288 members.

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2021	4007	3985	3456	2764	2353	2701	2543	2504	1973	2257	2945	3483
2022	4559	4017	4363	3899	3172	2919	2988	3148	2590	3071	3585	4401
2023	6256	5694	2382	4406	3830	*2513						

2021 total scan ins 34,955

2022 total scan ins 42, 601

\*June 2023 through June 20

This month we also updated some of our cardio equipment-treadmills, bikes, and our NuStep.

# P&L

	2019	2020	2021	2022	2023
Revenue	\$ 1,335,582.36	\$ 1,666,472.61	\$ 1,750,218.00	\$ 1,703,190.00	\$ 106,807.00
Expense	\$ 1,539,527.74	\$ 1,350,317.95	\$ 1,602,853.00	\$ 1,711,256.00	\$ 373,832.00
Profit / Loss	\$ (203,945.38)	\$ 316,154.66	\$ 147,365.00	\$ (8,066.00)	\$ (267,025.00)

\* 2022 included \$97,178 in Capital Expense that was paid for through the Operating Budget instead of Capital Budget to allow for other Capital Projects in the district to be completed. \*Thru March 2023

## Abigail Anderson - Golf Marketing

Summer is here and so is golf season! Programming, events, and in-season golf have taken off and are rolling for the season!

Summer Programing – At this point all our first rounds of programs are full and have started! We were able to expand our adult programming to welcome more participants. Youth programming is full or filling for the whole season.

Summer Sunset Series – Our live music program for the summer has officially started. We have this available on our social media and website as well as circulating it through emails and in house marketing. This was a big program for us last season and we are looking to watch it grow again this season!

Spark Golf – For the last few months we have been promoting our partnership with Spark Golf and that league has now started. We will continue to remind golfers of it throughout the season. We have also recently added a standalone event with them in August that we have posted on our social media and website and share more as we move forward.

## John Nugent and Dave Roberts - Golf Ground Operations

Summer weather has arrived, and the course is seeing a lot of play. We have had higher temperatures, low humidity, and very little rain. Overall, enjoyable conditions for golfing. From a maintenance standpoint, disease pressures have been slow to pick up, but we have begun using wetting agents sooner than we hoped we would need to.

## Marketing Report – June 2023

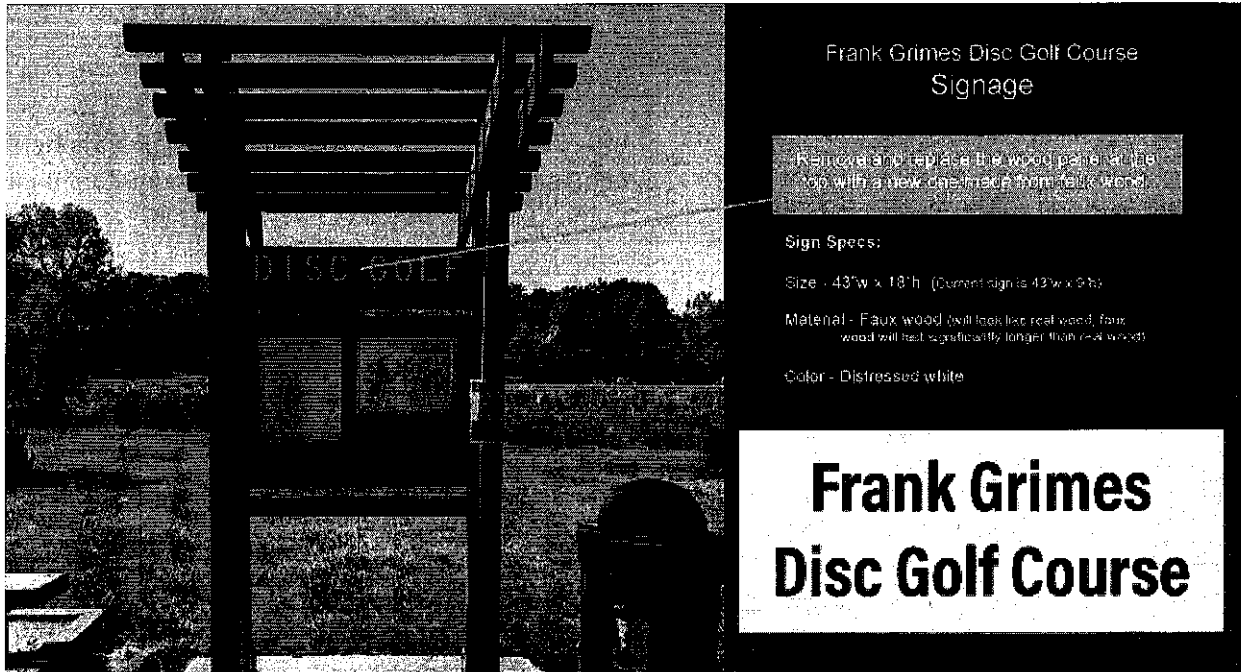
Jennifer Mensik, Director of Marketing & Development

### StoryWalk at Arroyo Trails

The newest story at the StoryWalk is Panda Bear by Bill Martin Jr.

### Frank Grimes Disc Golf Course

We are currently working with Frank's son and the Greater Joliet Area Disc Golf Association in getting a new sign made and organizing a dedication event for the Disc Golf Course renaming.



### Sponsorships & Advertising

We are currently \$3,600 ahead of 2022 in sponsorships. For our joint events with the Village of Channahon and the Three Rivers Public Library (Independence Day, Potato Festival, & Channaholidays) we have received \$8,350. For our races, the Color Run and Boo At the Bluffs, we have received \$1,250 thus far. A sponsorship mailing for our late summer events and races just went out with a deadline of July 10.

### QR Codes

As QR codes have become more widely used and we are now utilizing them in our marketing efforts, we have begun using Beacontract to track the effectiveness of some marketing efforts. We can now get reports that identify the source, medium, campaign name and number of users for each QR code generated.

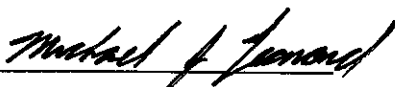
### Great Ideas Committee (formerly Innovation Committee)

The Great Ideas Committee, made up of six staff members, is currently working on a district wide digital resident card. A digital card can especially be helpful when youth are seeking admission to a facility and

- C. The Board of Commissioners reviewed closed meeting minutes as required by state law every six months. Motion by Commissioner Lehman. Second by Commissioner Scaccia to release the closed minutes from July 22, 2019 & January 17, 2022. Upon roll call vote, the following Commissioners voted aye: Lehman, Clower, Scaccia. Absent: Babich, Caldwell. Motion Carried 3-0

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Lehman, second by Commissioner Scaccia to adjourn the meeting at 6:46 pm. Upon voice vote all Commissioners present voted aye. Motion carried.

  
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Michael J Leonard  
Secretary