

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, SEPTEMBER 7, 2010, AT THE VILLAGE OF WILLOWBROOK, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Superintendent Righton called the meeting to order at the hour of 7:35 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Carol Lazarski, Ronald Kanaverskis, Doug Stetina, and Richard Cobb.

ABSENT: Ramona Weigus

Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

3. APPROVAL OF MINUTES – July 6, 2010

MOTION: Made by Commissioner Landsman, seconded by Commissioner Kanaverskis to approve the minutes of July 6, 2010.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE

None.

5. VISITOR'S BUSINESS (comments limited to three minutes per person on only items that are on the agenda)

None.

6. REPORTS

A. Park News in Brief

Superintendent Righton provided the following highlights:

- The Parks and Recreation Department's Movie Night that was held on July 20<sup>th</sup> was very successful with an estimated crowd of 80+. Thanks go to Commissioner Landsman and her daughter, Rebecca, for handling the concession stand.
- Superintendent Righton received a total 48 applications for the part time Recreation Program Specialist position. From that number, nine applicants were selected to receive interviews, which took place during the week of August 16. The interview team included Finance Director Sue Stanish, Municipal Services Secretary Pam Phillips and Mr. Righton.

- Mailing of the Department's Fall Fun Guide took place on Friday, August 20. Registration for Willowbrook residents has begun. Non-resident registration began August 30. New activities include Just Once Piano, Just Once Guitar and the Willowbrook Weight Loss Challenge classes. A press release on the Weight Loss Challenge classes was sent to the local press on August 17.
- Registration in our summer AM and PM Yoga classes, as well as the Pilates classes have all approached capacity. These totals represent one of our best attended summer seasons for Yoga and Pilates ever.
- The two new Weight Loss Challenge classes begin this week. Enrollment for both classes to date have already exceeded expectations.

B. Tennis Court Update

Superintendent Righton reported The Waterford Tennis Court project was completed three weeks ago. On August 30, Municipal Services personnel performed a flood test to identify any spots where water would pond. Ponding was very minimal and well within the industry's standards. This indicates the courts have excellent drainage to the catch basin to the south. We are very pleased with the work performed by Crowley-Sheppard Asphalt Co and there were no extras required for the project. The project was budgeted and completed at \$56,100.00.

C. Recreation Specialist Position

Debra Peterson began her work today (September 7) as our new part-time Recreation Program Specialist. Ms. Peterson will begin working approximately eight hours a week. She recently completed her Masters' degree in Recreation Administration from George Williams College and also holds a Bachelors degree in Sports Management from Lewis University. Ms. Peterson's work in recreation includes an internship in the Delevan (Wisconsin) Parks and Recreation Department, a CYO camp in Nashville, Illinois and five summers of work in sports camps for the Oak Lawn Park District. She also brings experience in program development and brochure development, primarily from her work in Delevan.

Her duties will supplant the office work that was previously done by George Scukanec, who will still continue handling his fishing programs and special events. Initially, Ms. Peterson will become familiar in the current scope of our recreation program and the park system itself, before beginning to assist me with administration of the Fall Program and planning for the Winter/Spring Program. I will invite her to attend a future meeting of the Parks and Recreation Commission so that you can meet her.

7. OLD BUSINESS

A. Children's Holiday Party Planning

Superintendent Righton reviewed an updated checklist for the party. The next step will be for the Commission to purchase the gifts. Commissioner Stetina reported he has already visited the Willowbrook Walgreens and will return as more of their toys come in. He indicated that he has a good contact at Walgreens who will be able to draw from seven other stores and find the best bargains for us. Commissioner Landsman will assist Doug in selecting the gifts.

8. NEW BUSINESS

The October 5, 2010 meeting has been rescheduled to Tuesday, October 19, 2010.

9. ADJOURNMENT

MOTION: Made by Commissioner Stetina, seconded by Commissioner Landsman, to adjourn the meeting at the hour of 7:55 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

\_\_\_\_\_, 2010

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Chairman

Minutes transcribed by Debbie Hahn.