

**Minutes of the Waukegan Park District  
Meeting of the Whole  
September 23, 2014**

The Committee of the Whole of the Waukegan Park District met in a regular meeting on September 23, 2014 in the Rose Administrative Center, 2000 Belvidere Street, Waukegan, Illinois.

**I. Call to Order**

The meeting was called to order at 4:40 p.m. by President Duffy who directed a call of the roll.

**II. Roll Call**

Present: Commissioners Duffy, Foley, Sarocka, Kilkelly. Absent: Commissioner Bridges, was present at 4:40 p.m., but left to respond to a fire emergency at 4:50 pm. Also present was Executive Director Greg Petry, Board Attorney/Secretary Charles Smith.

At 4:55 p.m. Commissioner Bridges returned and was seated.

**III. Topics**

A. Commissioners Email Address and Procedures. Jim Glogovsky presented a memo concerning Public Act 98-0930 requiring local governmental officials with web sites must post their email address for contacting them. Mr. Georges, the IT director, reviewed with the commissioners their new official Park District addresses. Staff, including Board Attorney Chuck Smith, strongly urged the commissioners to use the Waukegan Park District email address for all communications relative to the Park District less they risk having their personal email addresses being subject to FOIA requests in light of the holding of *City of Champaign v. Madigan*, 2013 Ill.App.4th, 120662. Commissioner questions concerning the email system and their access were answered by Mr. Georges.

B. Strategic Plan Focus Group for Board and Senior Staff. Barb Heller reported on her meetings with the employees and the public meeting held on September 17, 2014. She noted that 83 people came to that meeting and stated that in her professional experience this was an absolute extraordinary turnout for such an event. She was particularly impressed by the close attention paid and the input from those who attended.

Ms. Heller made a slide presentation which will be provided to the commissioners. She stated that the final version of the strategic plan should be completed by the end of the year. She discussed the difference between a strategic plan (which includes mission and vision) and a master plan (which is more the brick and mortar and what construction projects an entity might undertake.)

Ms. Heller answered questions from the commissioners and then asked for input from them on the seven questions she presented for the strategic plan.

**IV. Closed Session**

There was no motion to adjourn into closed session.

**V. Adjournment.**

**Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to adjourn. Motion carried unanimously.** Meeting adjourned at 6:05 p.m.

Attendance recorded per policy. All commissioners were present.

Respectfully submitted,

Charles W. Smith  
Board Secretary