

**Minutes of the Waukegan Park District
Special Meeting
December 17, 2013**

The Board of Commissioners of the Waukegan Park District met in a special meeting on December 17, 2013 at the Rose Administrative Center, 2000 Belvidere, Waukegan IL.

I. Call to Order

The meeting was called to order by President Kilkelly at 4:30 p.m. who directed a call of the roll.

II. Roll Call

Present: Commissioners Duffy, Foley, Bridges and President Kilkelly. Absent: Sarocka. Also present was Executive Director Greg Petry, Board Attorney Charles Smith.

At 4:34 p.m. Commissioner Sarocka arrived. **Motion by Commissioner Foley, seconded by Commissioner Duffy, to seat Commissioner Sarocka. Motion carried unanimously.**

III. Public Portion

No member of the public asked to address the Board.

IV. Review, Discuss, Decide

A. Awards

- Employee of the Year Award
- Commissioner Award

Motion by Commissioner Duffy, seconded by President Kilkelly, to approve Gary Trantham as the Employee of the Year and Tanya Brady to receive the Commissioner Award. Motion carried unanimously.

B. Executive Director Development Plan/Evaluation Discussion.

President Kilkelly suggested that any questions or comments be given to Greg Petry by year's end.

Mr. Petry says the compensation study should be done within the first two or three weeks of 2014. The study is done for all employees.

Commissioner Foley questioned if too much paper is being generated to be gone through.

President Kilkelly clarified that Mr. Petry will be filling out the form and distributing it to the commissioners for their review and comment.

Commissioner Duffy asked for a copy of the study from three years ago to compare and reminded the commissioners that goals should be realistic.

Commissioner Foley suggested that the Board should support the goals for the executive director.

Commissioner Bridges requested prior (three years ago) evaluation be circulated to all commissioners.

Commissioner Sarocka requested to see Mr. Petry's evaluation and other similar districts' contracts.

Commissioner Foley stated that the Park District must go beyond the gold medal level in coming years.

President Kilkelly stated that the Park District must maintain the quality of programs and the services provided by the Park District.

Mr. Petry stated that "We will sustain the excellence."

C. Change to Agenda Order - Consent Items.

President Kilkelly discussed including supervisors and executive director's reports on under the consent agenda after looking at North Shore Gas seminar.

Commissioner Bridges questioned when supervisors could add something/highlight something in the report.

Mr. Petry stated that it can be addressed at the senior staff meeting.

Commissioner Sarocka prefers current system because employees have opportunity to raise specific concerns.

Commissioner Duffy also prefers the current system.

Commissioner Foley likes the current system.

VI. Closed Session

There was no motion to adjourn into closed session.

VII. Questions from Commissioners

There were no questions or comments from the commissioners.

Mr. Petry advised that he is going to collect budget information from Foss Park or make a FOIA request in response to GolfVisions' concerns that Foss Park is operating at a loss.

V. Adjournment

Motion by Commissioner Sarocka, seconded by Commissioner Bridges, to adjourn. Motion carried. Meeting adjourned at 5:09 p.m.

Respectfully submitted,

Charles W. Smith
Board Attorney/Secretary