

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - BOARD STUDY SESSION
 SEPTEMBER 6, 2011
 6:30 – 8:00 PM
 ANITA PURVES NATURE CENTER
 1505 N. BROADWAY
 URBANA, ILLINOIS 61801**

The board study session of the Urbana Park District Board of Commissioners was held Tuesday, September 6 at the Anita Purves Nature Center, 1505 N. Broadway, Urbana, IL at 6:30 p.m. The notice and agenda of the meeting were posted at the park district administrative office and at the location of the meeting. Copies of the notice and agenda were received by each commissioner of the district and by local newspapers, radio, and television stations at least forty-eight hours before the meeting in compliance with the Open Meetings Act of the State of Illinois. A copy of the notice and agenda is attached to the minutes.

COMMISSIONERS	PRESENT	ABSENT
President Michael Walker	X	
Vice-President Nancy Delcomyn		X
Commissioner Deborah Rugg		X
Commissioner Bob Stewart	X	
Commissioner Meredith Blumthal	X	

Also present were Vicki Mayes, Executive Director;
 Derek Liebert, Project Manager;
 Dottie Lierman, Business Manager;
 Corky Emberson, Superintendent of Recreation;
 Ellen Kirsanoff, Development Manager;
 Dana Mancuso, Marketing and Public Information Manager;
 Katie Linnemann, Planning and Operations Special Project Assistant;
 Andy Rousseau, Recreation Special Projects Assistant;
 Alexandra Ivanova served as Recording Secretary;
 John McGovern, Recreation Accessibility Consultants;
 Dawn Schaefer, Director, Champaign-Urbana Special Recreation

I. Call to Order

President Walker called the meeting to order at 6:30PM.

II. Public Comment

There was no public comment received.

III. Discussion

A. Americans with Disabilities Act Audit Report – John McGovern, Recreation Accessibility Consultants
 John McGovern spoke to the Board regarding the Americans with Disabilities Act audit report. Mr. McGovern said that audits are required, are the right thing to do, and are helpful with risk management.

Mr. McGovern described the access tests that are required and how that relates to unique sites and multiple sites. He noted that for multiple sites, one of three similar sites have to be accessible. UPD already exceeds that guideline in most areas. 1,345 access deficits were found. The audit suggests which of these can be left "as is". He noted that a three-phase approach to correcting the deficits is acceptable. It is recommended that a plan be drafted on how to address these issues. John McGovern praised the staff on their cooperation and the Urbana Park District's commitment to having accessible parks and facilities.

B. Presentation and Discussion of Draft Pool Donor Program

The Development Manager presented a program to the Board for potential fund development for the pool. She stated that there are citizens interested in supporting the pool and a low-key effort is proposed by staff to facilitate this. Staff are developing a "menu" type brochure to distribute to facilitate targeted discussions with potential donors. President Walker also suggested adding a list of alternates and add-ons that can be offered to potential donors. She noted that a full list options should be available in September and a completed pool design will be presented to the Board in October. She suggested that the start of construction may stimulate people to donate. She discussed various recognition options.

C. Presentation and Discussion of Board Policy Manual Sections

Commissioner Blumthal advised a review of the board policy manual is something that needs to be revisited often. The committee, Commissioners Blumthal and Rugg, has been working with a number of comparable Board Policy examples. President Walker submitted written comments which will be reviewed and included. The Board reviewed, commented upon and adjusted several of the sections. Blumthal noted that sections need to be reviewed by the attorney. Some sections are more personalized toward the Board's functioning and these are the topics that need to be approached in a positive discussion among all the commissioners. The Board and the Director reviewed and discussed definitions for the Board Policy. The Board came to a consensus on numerous sections and some will be further refined and discussed at future meetings.

D. Discussion Regarding Facilitator Selection and Goals for Facilitated Meeting

Commissioners had contacted each candidate and checked references. That information was distributed for review and consideration. The commissioners discussed the merits of different facilitators. They also discussed the importance of including strategic plans as a part of the upcoming facilitation and future planning.

The commissioners agreed that Barbara Heller would be the best candidate for the board team's facilitated meeting. Ms Heller has experience as an executive director of park districts. She has experience with board/organizational development and strategic planning. The Board determined to finalize this selection at the Regular Board Meeting in September. Commissioner Stewart suggested asking the potential facilitators: how to get into a one-year cycle for goal setting and planning, how to work as a board team with a director, how to establish board evaluations as well as director evaluations. Commissioner Stewart will call Barbara Heller and ask her the above questions to gauge whether these are feasible goals.

IV. Direction to Staff

There was no direction given to staff.

V. Adjourn to Executive Session
There was no Executive Session.

VI. Adjourn
President Walker adjourned the meeting at 8:37 PM.

Michael W. Walker, President

Betsy Pendleton Wong, Secretary

(Seal)