

REGULAR MEETING MINUTES
December 18, 2018

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Ronald Jemma at 6:30 PM, December 18, 2018 at the district office, 10 Gateway Drive, Collinsville, Illinois.

Following The Pledge of Allegiance, the roll was called with the following commissioners answering present: Jeanne Lomax, Brad Sewell, Aaron Wright, Mark Achenbach, and Ronald Jemma.

Staff present include: Doug Erhart, Jill Rice

District Attorney James Craney was present as well.

SPEAKERS FROM THE FLOOR

Jemma opened the floor for Speakers from the Floor. There were no Speakers from the Floor.

CONSENT AGENDA

Jemma opened the floor for the following Consent Agenda items:

- Regular Meeting Minutes for November 20, 2018
- Closed Session Minutes for November 20, 2018
- Treasurer's Report for November 2018
- Claims & Accounts List in the amount of \$61,975.34
- Budget Tracking Reports for November 2018

Achenbach asked question about whether or not we were nearing zero for expenses. Erhart noted that most of the expenses had to do with wrapping up business. Several accounts already showed zero for expenses. IMRF, Social Security, General Corp all maintain expenses associated with payroll. Rice indicated that the workman's comp expense was a check that was being held until we receive an updated invoice. It was a quarterly bill for payroll, not a claim expense.

Also noted was an unemployment claim. Erhart noted that we will have to continue to pay those claims up to four payroll quarters after an employee's discharge.

A motion was made by Achenbach, seconded by Wright, to approve the Consent Agenda items.

Roll was called with the following board members voting AYE: Lomax, Sewell, Wright, Achenbach, and Jemma. None voted NAY. Motion passed.

NEW BUSINESS

The next point of business was discussion and potential action regarding the CARD Board of Commissioners meeting schedule for 2019.

Jemma began the discussion by asking if the board would like to alter the normal meeting schedule. Discussion continued with different offers of ideas. Sewell commented that the easiest thing to do would be to set a schedule, and if there was no business to discuss, only one or two board members would show up and cancel the meeting for lack of quorum. Achenbach concurred with this idea.

Jedda suggested that they begin the year with monthly meetings through April and then begin a quarterly meeting schedule in May.

A motion was made by Wright to hold meetings in 2019 on the third Tuesday of the following months: January, February, March, April, June, September, December. Second by Achenbach. Those voting AYE were Lomax, Sewell, Wright, Achenbach and Jedda.

Erhart noted that the City would need to be notified in advance for the use of the room.

OLD BUSINESS

The first point of business under old business was concerning transfer of budgeted funds and fund balances.

Jedda began the discussion stating that he would like to marshal money into the corporate and bond and interest funds in preparation for the time when the lawsuit is settled and the debt can be paid down.

Craney asked for clarification as to whether all the funds would go into just one fund. Erhart stated that he would not recommend consolidating golf with the others should there be future bills.

Achenbach turned the discussion toward getting an audit and moving away from Open Systems Accounting Software to a more user friendly accounting software.

Craney stated that he did not see a problem with consolidating as we have accurate numbers just prior to the consolidation.

Lengthy discussion ensued regarding closing out the books with an audit. Jedda suggested that Erhart check with auditor about having some sort of mid-year audit to make sure numbers are on point, and possibly enlisting that firm to pay some bills.

Discussion reverted back to authorizing the movement of funds after the lawsuit is resolved. Achenbach stated that he is leaning toward not authorizing or moving Rec or Museum funds until after the court case is concluded. The next court date for that lawsuit is in January, 2019.

Jedda clarified that he is not talking about actually moving the funds now, just authorizing the future transfer of funds when we get a favorable ruling in the lawsuit.

Craney pointed out that there were two different ideas being discussed.

Rice expressed concern for the district being able to generate all the of required government reports if the board decides to completely shut down Open Systems. Jedda stated that we would express our problem to the audit firm and ask them if they can help us solve that problem. Jedda further stated that Erhart would get the audit firm in after the first of the year and work with Rice to get the accurate numbers and make recommendations about future accounting software. The vote to authorize and move funds would be postponed until the January meeting.

Discussion continued at length. Craney asked Achenbach to state, in motion form, what he would like to have as a motion at the next board meeting. Achenbach stated that he would like to see a mid-year audit to

“close” the books in Open Systems and seek recommendations about future accounting software and accounting needs.

Achenbach suggested holding a special meeting Friday, December 21, 2018 to finalize some of what has been discussed. Meeting was scheduled for Friday, December 21, 2018 at 12pm noon.

The next point of business in old business was discussion and possible action concerning E & O coverage post dissolution.

Erhart met with Kai Redmon regarding this issue. Basically Kai told Erhart that we are lucky to have what we have. We do not qualify for tail insurance because technically we are not out of business. He has no vendors we can go to. Erhart stated that we are covered until November with IPARKS and then we could renew as long as we maintain our membership fee with IAPD.

As long as CARD has ongoing liabilities and a lawsuit with the City of Collinsville, Erhart stated that no one will touch it.

In addition, Erhart stated that we just received an invoice for CARD’s IAPD renewal in the amount of \$6000.00. We will not be paying that, and in order to qualify for IPARKS coverage, we must maintain IAPD membership. Erhart stated that he would contact his IPARKS representative and ask what can be done.

Jedda stated that if CARD has to pay the \$6000.00 going forward to ensure coverage, we will just have to pay it. Sewell and Achenbach concurred. Erhart said he would ask first to see if something could be done. Achenbach noted that if we have to pay \$6000.00 plus the \$14,000.00 for coverage, that is \$20,000.00 per year for 17 years.

Jedda stated that at the minimum CARD should pay it for the next year and revisit.

The last point of discussion under old business was concerning the updated cash flow statement and fund balances post dissolution as of November 30, 2018.

Erhart stated that there had hardly been any change in the amounts from the last month. Jedda asked about revenue from the Golf course and Erhart reminded him that all of the revenue goes directly to the UMB escrow account and that the balance there is up to \$35,000.00.

Achenbach asked about the UMB account and whether it can be rolled up with General Corp account. Erhart suggested that whatever the board decides, enough money should be left to pay the taxes and other expenses for the golf course.

This was discussion only.

Achenbach asked a question about Liquid Assets account and whether that could be liquidated and transferred to pay E & O insurance or another expense. Erhart stated that he could look into closing the account.

A motion was made by Lomax, seconded by Wright, to go into Closed Session for the purpose of discussing the employment, compensation, or dismissal of specific employees, purchase or sale of real property, and litigation. (5 ILCS 120/2§ 1, 5, 6, 11).

Those voting AYE were Lomax, Sewell, Wright, Achenbach and Jedda. None voted NAY. Motion Passed.

The Board adjourned to CLOSED SESSION at 7:24 PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by Jedda, December 18, 2018 at 8:00 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Commissioners present were Lomax, Sewell, Wright, Achenbach and Jedda.

Staff present included Erhart and Rice. District Attorney Craney was present as well.

Craney stated that he received a letter from Ming-Mendoza regarding the passing of a levy. Craney called her and she advised him that there would need to be taxes to pay the bond. Ming-Mendoza was not aware of bonds orders. Achenbach stated that he thinks that it is the treasurer's office who handles those, not the clerk's office. Craney stated that he thinks that it is a good idea to compose a letter to both clerks offices to bring them up to speed on what will be needed.

Erhart indicated that he did not think he would be able to get the meeting agenda for Friday posted to the website by tomorrow at noon, but that he would post it to the door out front. Erhart believes this should be OK as CARD no longer had a full time IT person.

No further business coming before the commissioners, a motion was made by Sewell, seconded by Wright, the meeting be adjourned. Those voting AYE were Lomax, Sewell, Wright, Achenbach and Jedda. None voted NAY. The motion was passed.

The meeting stood adjourned at 8:04 PM.

Respectfully Submitted,

Jill Rice, Recording Secretary

Date