

Lan-Oak Park District
Finance & Personnel Committee
June 7, 2010

Committee Chairperson Gaffney called the committee meeting to order at 8:40pm. Upon roll call the following were present: Committee Members: Commissioners Gaffney, Kelly. Guests: Commissioner Flanagin. Staff Liaison: Wilson.

Wilson provided the committee with preliminary yearend financial reports. Discussion was held on the shortfall of tax revenues with the current and past fiscal year. Committee members discussed possible increases in revenue from other sources than taxes. Program, rental fees were discussed by the Board, Wilson suggested the reduction in non-resident fees for the fitness center and the possible increase in the non-resident fee of \$5.00 for recreational programs. Gaffney was interested with investigating the staff to contribute to insurance costs and other possible reductions. He does not want to see a reduction in the staff. Discussion was held about fund balances and their uses. Wilson was requested by the committee to investigate the fees and expenses for the park district over the long term.

Gaffney submitted Wilson's job description to the committee and asked for any comments. There was a brief conversation with Gaffney ending the conversation telling the committee that the job description was standard and includes many of the duties and responsibilities he found in other Director's job description throughout the nation. No further action will be taken.

Gaffney discussed his request to view the performance evaluations performed by the administrative staff. He acknowledged the message authored by Wilson on the matter. Kelly and Flanagin discussed the role of the board in the review process and agreed that the sharing of the performance reviews should not be part of the Board's role. Wilson offered the schedule that he follows with the performance reviews. Indicating that they are usually done between May and June and in concert with merit and cost of living increases. The committee asked Wilson to provide a note to them on an annual basis letting them know that the performance evaluations have been completed.

There being no further business Motion by Kelly to adjourn the meeting.
Second by Gaffney. Upon roll call all present voted "aye". No nays.
Adjourned at 9:35pm

Respectfully Submitted,

John W. Wilson, CPRP
Secretary to the Park Board