

**EXECUTIVE DIRECTOR'S REPORT  
JANUARY, 2014**

**FRIENDLY REMINDER: THE JANUARY BOARD MEETING WILL BEGIN AT 7:30 P.M., ½ HOUR LATER THAN THE PREVIOUS 7:00 P.M. START TIME.**

**ADMINISTRATION**

The park district received four applications for the Board position, vacated by Jeff Roach at the November Board Meeting. Board Members should consider how best to evaluate applicants and fill the position. The matter can be discussed and a direction determined during Thursday's meeting.

It was discovered that the *Herald-News*, the park district's newspaper of choice for legal ads, neglected to appropriately post notice of the December levy hearing. The necessary correction was made, and a second notice was published. I would recommend use of a new newspaper for future required legal publications.

2014 is the 40<sup>th</sup> anniversary of the Frankfort Square Park District, having incorporated in 1974. It would be nice to celebrate this milestone, and I am open to any suggestions Board Members may have.

Staff members have been diligently working on the development of a strategic master plan. Department heads have been working with support staff, delivering purpose and direction. A history of the park district has been developed, and a complete physical asset inventory is underway. Recreation staff members are gathering population and demographic information, and summaries of program/recreation opportunities.

The Gold Medal application is available, and I am confident we can complete an exceptional application. Our deficiency is the lack of a complete strategic master plan, currently under development, as detailed above. The application deadline of March 24<sup>th</sup> will not allow for plan inclusion in this initial application. The Board should consider whether or not the staff should proceed with the award application.

The budget is in full swing, and I would like to discuss a late February budget meeting to review projects and direction for the upcoming fiscal year.

I continue to explore potential enrollment in the PDRMA-sponsored health insurance plan. Proposals will be requested from both our current provider, and PDRMA.

The exciting news is the installation of new computer servers and software. Scheduled installation begins on Tuesday, January 14<sup>th</sup>, and the process will be complete on Thursday, January 16<sup>th</sup>.

The park district experienced a loss of power on Monday, January 6<sup>th</sup>. Power was restored quickly, within an hour, but there were some apprehensive moments. A longer loss of power could have resulted in serious problems due to the extreme cold temperatures. I continue to investigate backup electric generators to prevent this problem in the future.

I would ask for a brief executive session at the end of the January meeting to discuss a personnel issue.