

MINUTES OF THE BOARD OF PARK COMMISSIONERS
June 2, 2021

The Board of Park Commissioners held a special meeting on June 2, 2021 at the Park District Administrative Office. President Jeske called the meeting to order at 7:30 am. Commissioners Gilbertson, Jordan, Munson, and Zimmerman were present.

Commissioner Zimmerman moved approval of the agenda as presented. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Executive Director Bina reviewed information relating to the task of the Executive Director who serves as clerk of the Park District as appointed by the Board of Park Commissioners.

Commissioner Munson moved to open the position to internal and external candidates according to the draft timeline that was provided at the May 27, 2021 meeting. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to list the hiring range for the position as \$120,000 - \$135,000 annually. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to accept the job analysis and job description as provided at the May 27, 2021 Board meeting. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to have the full Board of Park Commissioners screen the applications that meet the minimum qualifications as determined by Zuger, Kirmis and Smith. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

Commissioner Gilbertson moved to have the final candidates take the General Management In-Basket assessment as administered by Management and Personnel Systems, Inc. and for the final candidate to go through a Park District background check. Commissioner Zimmerman seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson and President Jeske. The nays being none, the motion carried.

The meeting was adjourned at 8:29 am.