

Cary Park District
Board of Commissioners
Administration, Finance & Personnel Committee Meeting
August 13, 2009
Cary Community Center
255 Briargate Road
Cary, IL

Minutes

Committee Members Present: Hill, Krueger
Commissioner Present: Harvey

Staff Present: Cherveney, Jones, Glenn, Mayer, Hughes

Chair Hill called the meeting to order at 6:31pm.

The Pledge of Allegiance was recited.

The minutes from the July 9, 2009 Administration, Finance and Personnel Committee meeting were presented for approval. Motion by Krueger; second by Hill. All voting aye. Minutes approved as presented.

There were no matters from the Public, Commissioners or Staff.

Under Direction Items, Ordinance *O-2009-10-05*, Transfer of Appropriations, was considered.

The Committee recommended that the Board approve Ordinance O-2009-10, Transfer of Appropriations, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policies for Review/Development were next handled individually.

Policy 4-011a, Part-Time (PT-1) Employee Benefits (Revised), was discussed. The Committee asked if this was covered in another policy, and Cherveney noted it was; it was suggested that this policy could be rescinded. Committee members present agreed with this suggestion.

The Committee recommended that the Board rescind Policy 4-011a, Part-Time (PT-1) Employee Benefits (Revised) at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-012, Employee Concerns, Comments & Grievances (Revised), was discussed. Hill provided suggestions for making the intent more succinct in paragraph 5.

The Committee recommended that the Board approve Policy 4-012, Employee Concerns, Comments & Grievances (Revised), as amended, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013a, Leaves of Absence, Vacation (No Changes), was discussed and minor changes suggested.

The Committee recommended that the Board approve Policy 4-013a, Leaves of Absence, Vacation, as amended, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013b, Leaves of Absence, Personal Time Off (Revised), was discussed with minor alterations including changing the maximum for banking to be 240 days rather than 32 days, and eliminating payment for banked days.

The Committee recommended that the Board approve Policy 4-013b, Leaves of Absence, Personal Time Off, as amended, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013c, Leaves of Absence, Family Medical leave Act (Revised) was considered next.

The Committee recommended that the Board approve Policy 4-013c r.2, as amended, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013d, Leaves of Absence, (Other), was discussed.

The Committee recommended that the Board approve Policy 4-013d, Leaves of Absence, (Other), at its next meeting.

Motion by Krueger, second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013e, Leaves of Absence, Victims' Economic Security and Safety Act, was presented.

The Committee recommended that the Board approve Policy 4-013e, Leaves of Absence, Victims' Economic Security and Safety Act, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-013f, Leaves of Absence, Military Service Duty, Active or Reserve was discussed.

The Committee recommended that the Board approve Policy 4-013f, Leaves of Absence, Military Service Duty, Active or Reserve, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Place on regular agenda.

Policy 4-015, Abused and Neglected Child Reporting (Mandate Reporter Requirements) (Revised), was discussed.

The Committee recommended that the Board approve Policy 4-015, Abused and Neglected Child Reporting (Mandated Reporter Requirements) at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on consent agenda.

Policy 4-020.r1, Employment of certified, Licensed or Professionally Trained Staff was presented.

The Committee recommended that the Board approve Policy 4-020.r1, Employment of Certified, Licensed or Professionally Trained Staff, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-021, Continuing Education, was presented.

The Committee recommended that the Board approve Policy 4-021, Continuing Education, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-024, Background Check & Criminal Offense Investigation (Revised), was presented.

The Committee recommended that the Board approve Policy 4-024, Background Check & Criminal Offense Investigation, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

Policy 4-999, Employee Personnel Policies, Procedures & Guidelines Manual Distribution (Revised) was discussed.

The Committee recommended that the Board approve Policy 4-999, Employee Personnel Policies, Procedures & Guidelines, as amended, at its next meeting.

Motion by Krueger; second by Hill. All voting aye. Placed on regular agenda.

There was no need for closed session.

Motion to adjourn by Krueger; second by Hill. All voting aye.

Meeting adjourned at 7:06pm.