



**Village of Lincolnwood
Parks and Recreation Board
Meeting held in Village Hall Council Chambers**

**Board Meeting
Tuesday, November 8, 2022
7:00pm**

Agenda

- I. Call to Order
- II. Approval of the Minutes from the October 11, 2022, Parks and Recreation Board Meeting
- III. Audience Participation and Letters/Notes/Emails from the Public
- IV. Old Business
- V. New Business
 - A. 2023 Meeting Dates
 - B. Comprehensive Master Plan Board Workshop
- VI. Chairperson's Report
- VII. Commissioners' Reports
- VIII. Director's Report
- IX. Staff Reports
- X. Adjournment

Posted: November 4, 2022



**Village of Lincolnwood
Parks and Recreation**

**Board Meeting
Tuesday, October 11, 2022
7:00pm**

**Council Chambers
Lincolnwood Village Hall – 6900 North Lincoln Avenue**

Draft MINUTES

I. CALL TO ORDER

Tucker: The meeting was called to order at 7:00PM.

PRESENT AT THE MEETING

Chair Person: Courtney Tucker

Park Board Commissioners Present: Leah Brennan, Sokol Delisi, Laura Tomacic, Art Lovering, Victor Shaw

Village Board Liaison: Grace Diaz Herrera

Parks and Recreation Department Staff: Karen Hawk, Colleen Broderick, Dan Schimmel

II. APPROVAL OF MINUTES OF THE SEPTEMBER 13, 2022, BOARD MEETING.

On motion Tucker approves the meeting minutes of the September 13, 2022, Park and Recreation Board meeting. 6-0, motion passes.

AYES: Tucker, Brennan, Delisi, Tomacic, Shaw, Lovering

NAYS: None

ABSTAIN: None

III. AUDIENCE PARTICIPATION AND LETTERS/NOTES/EMAILS FROM THE PUBLIC

Amy Lewitz speaks on her concerns regarding the Aquatic Center and Lincolnwood Fest.

IV. OLD BUSINESS

No old business

V. NEW BUSINESS

A. 2022 Lincolnwood Fest Financial Report

Hawk: Presents information from memo included in the Board Packet.

Board Discussion: A discussion followed among the Parks and Recreation Board and the Director of Parks and Recreation.

B. Summer Camp Staff Survey Report

Broderick: Presents information from memo included in the Board Packet.

Board Discussion: A discussion followed among the Parks and Recreation Board and the Parks and Recreation Staff. Ideas presented to mitigate staff being on their cell phones. Camp staff structuring discussed.

C. 2022 Concession Report

Hawk: Presents information from memo included in the Board Packet.

Board Discussion: A discussion followed among the Parks and Recreation Board and the Parks and Recreation Staff.

VI. CHAIRPERSON'S REPORT

Tucker:

- States that she is happy that the Village moved Trunk or Treat to Sunday, October 30th. She has her trunk ready. Hoping for a good turnout.

VII. COMMISSIONERS' REPORTS

Brennan:

- Plugs the Environment Commission's event on October 23rd, OAKtoberfest from 1-3pm at the Community Center

VIII. DIRECTOR'S REPORT

Hawk:

- Lincolnwood Fest- Department is bringing a contract to the next Village Board Meeting with an agreement with SEM to continue their event management of the Fest
- Updates Park Board on Capital Projects scheduled for the current fiscal year
- Flower's Park Renovations with OSLAD Funding, working on documents so that staff can go out to bid

- Pool deck chairs have been delivered and will be put out in 2023
- Trunk or Treat- moved to Sunday, October 30th and staff is looking for volunteers
- Turkey Trot- looking for volunteers
- Eagle Scout is building a Gaga pit in Proesel Park
- Update on meeting regarding Electronic message board and changes to zoning

IX. STAFF REPORTS

No staff reports

X. ADJOURNMENT

Meeting adjourned at 7:57PM

Motion to adjourn: Lovering/Shaw

AYES: Brennan, Tucker, Delisi, Tomacic, Lovering, Shaw

NAYS: None

Park Board Minutes prepared by Julie R. Glowacki

Park and Recreation Board Chairperson: _____

Signature

Date



MEMORANDUM

TO: Parks and Recreation Board

FROM: Karen Hawk, Director of Parks and Recreation

DATE: November 8, 2022

SUBJECT: Parks and Recreation Board Meeting Dates

Parks and Recreation Board meetings are regularly scheduled for the second Tuesday of each month. If the second Tuesday of the month falls on a major holiday, that month's meeting is typically not included in the annual meeting schedule. The Parks and Recreation Board reviews and affirms the exact meeting dates annually.

Documents Attached

1. Draft List of 2023 Park and Recreation Board Meeting Dates

Recommended Action

Move to approve the 2023 Parks and Recreation Board meeting dates.

**Village of Lincolnwood
Parks and Recreation Board
2023 Meeting Schedule**



Meetings are always held on the second Tuesday of each month at 7:00 pm in the Council Chambers.

January 10

February 14

March 14

April 11

May 9

June 13

July 11

August 8

September 12

October 10

November 14

December 12



MEMORANDUM

TO: Parks and Recreation Board

FROM: Karen Hawk, Director of Parks and Recreation

DATE: November 8, 2022

SUBJECT: Comprehensive Master Plan Board Workshop

Hitchcock Design Group will attend the Park and Recreation Board meeting on Tuesday, November 8, 2022, for a board workshop to solicit feedback and input from the board on the comprehensive master plan. The board workshop allows the consultant to gain critical information from the view of the board as to the goals for the master plan. The workshop will take approximately one hour to complete.

The agenda for the workshop is below.

1. Introductions – Overview of team structure and specific roles
2. Project Update – Analyze and Connect Phases and what is next
3. Overview of Project Schedule
4. Brainstorming Exercise and Focus Questions
5. Recap of Discussion
6. Questions Comments