

**MINUTES OF THE SPECIAL MEETING
OF THE
OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS
May 18, 2016**

1) CALL TO ORDER THE SPECIAL MEETING OF THE OAK BROOK PARK DISTRICT BOARD OF COMMISSIONERS AND ROLL CALL

Vice President Kathy Carson called to order the Special Meeting of the Oak Brook Park District Board of Commissioners, at the hour of 9:11 a.m., held on Wednesday, May 18, 2016. at the Oak Brook Park District Central Park West Facility, 1500 Forest Gate Road, Oak Brook, IL 60523. Commissioners Trombetta, Tan, and Carson answered "present". Commissioners Knitter and Truedson were absent.

Also present were Laure Kosey, Executive Director and staff representing the various departments of the Park District.

2) APPROVAL OF AGENDA FOR THE SPECIAL MEETING OF May 18, 2016

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to approve the Agenda of the Special Meeting of May 18, 2016.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners: Trombetta, Tan, and Vice President Carson
Nays: None

3) OPEN FORUM

No one addressed the Board.

4) COMMUNICATIONS

a) Commissioners to share communications
No communications were shared.

5) NEW BUSINESS

a) Strategic Planning Workshop

Laure Kosey opened the Strategic Planning session of the meeting. Ms. Kosey reviewed the prior history of the park district's strategic planning.

She also stated that preliminary meetings were held in preparation of this meeting. Now we need to get everyone's input. She encourages commissioners and staff to make a goal to speak up at least once or twice. She reminded all that this is our park district and that we need to make the park district the best it can be.

The park district's Mission Statement was reviewed. Ms. Kosey asked staff to think of the Mission Statement as a personal mission statement such as "I am trying to provide the very best for our customers."

The park district's Vision Statement and Core Values were reviewed. The Core Values' seven pillars incorporate the park district's "4 C's" – Communication, Collaboration, Consistency and Customer Service, with the three remaining pillars standing for Environmental Conservation Stewardship, Accessibility and Inclusion, and Holistic Wellness.

Staff with the commissioners were divided into five teams to conduct a SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis pertaining to the group topic assigned, keeping the Mission Statement, Vision Statement and Core Values in mind.

The five teams addressed the SWOT Analysis in the following categories:

- Family Recreation Center and Maintenance Garage, chaired by Dave Thommes, Director of Recreation and Facilities
- Tennis Center and Central Park West Facilities, chaired by Laure Kosey, Executive Director
- Staff/Human Resources, chaired by Nancy Strathdee, director of Finance and HR
- Parks, chaired by Bob Johnson, Director of Parks and Planning
- Programming, chaired by Karen Spandikow, Assistant Director of Recreation.

A short recess was held at 10:00 a.m.

After returning from the recess, the five team chairs remained at their assigned topic, while the rest of the team moved to the next table to discuss the assigned category SWOT analysis and to offer additional ideas. The teams rotated through each of the categories until all were reviewed.

Ms. Kosey said the SWOT Analyses will be reviewed by department heads to develop the strategic plan of the park district, which will then be presented to the Board of Commissioners for review and approval at the July 2016 Board Meeting..

6) NEXT REGULAR MEETING June 20, 2016

Vice President Carson announced the next regular meeting of the Board of Commissioners would be held on June 20, 2016 at 6:30 p.m.

7) ADJOURNMENT

Motion: Commissioner Trombetta made a motion, seconded by Commissioner Tan to adjourn the Special Board Meeting at the hour of 11:32 a.m.

There was no discussion and the motion passed by roll call vote.

Ayes: Commissioners: Trombetta, Tan, and Vice President Carson

Nays: None



Laure Kosey, Executive Director