

**Wildwood Park District  
Board Workshop  
Rule House 33325 N. Sears Boulevard Wildwood, IL 60030  
Wednesday, February 16<sup>th</sup>, 2022, at 7:00pm**

Minutes

- I. Call to Order:** The meeting was called to order at 7:03pm. The Pledge of Allegiance was recited.
- II. Roll Call:**  
**Present:** Commissioners Anna Nelson, Matt Brueck, Becky Jante, Dan Corrigan, Frank Bruno  
**Absent: None**
- Park District Staff Present:** Brandon Magnini, Park District Manager
- III. Approval of Agenda – Board Workshop– Wednesday, February 16<sup>th</sup>, 2022**  
Commissioner Corrigan moved to approve the agenda as stated for the Board Workshop of Wednesday, February 16<sup>th</sup>, 2022. Commissioner Nelson seconded the motion. All in favor, motion carries.
- IV. Matters From the Public**  
-Lisa Sheppard and Laura Rudow of Rudow Consulting Group were present.
- V. Strategic Plan Focus Group Review**  
-Laura Rudow began the presentation by sharing with the Board the results of the Focus Groups that were undertaken with the Wildwood Park District Board, Staff, and Community Stakeholders in the neighborhood as part of the strategic planning process for the Wildwood Park District. Roughly 22 stakeholders attended the Focus Group meeting; and 4-5 stakeholders that could not attend answered a series of Focus Group survey questions regarding District strategic priorities. Discussion.
- It was noted that amongst the three groups surveyed in the focus groups (Board, Staff, Stakeholders), there was strong congruence and agreement with what the District priorities are and what improvements can be made.
- Examples of District priorities that were apparent across the board:
- Increase communications of programs across multiple channels consistently
  - Rich history of Wildwood and maintain partnerships with organizations like the Lion’s Club
  - Harvestfest and developing a volunteer database to tap into with building up our special events (community pride).
  - Core programming (Swim Lessons, Preschool, Camp, Smaller Special Events/Summer Concert Series, Active Adult Programming on occasion, Harvestfest).
  - High Maintenance standards and the parks in general. Trees and tree care are top priority. Consensus was that the parks are well kept, and the maintenance crew does a very good job. Emphasis was put on having a clearer vision of maintenance staff needed and hours worked in the peak seasons for the Park District.
- Discussion.
- Examples of District areas of improvement sought across the board:
- Stronger communication especially across social media (consistency), continue prioritizing the hardcopy seasonal brochures, look into quoting out signboard for Twin Lakes Park area near Mill Road, increase capabilities on mailing lists and database to get weekly information out to all

homeowners in the community.

-Investigate possibility of bringing pickleball to the community.

-Increase smaller events for children and their parents.

-Clarify communication and “safety” efforts in parks as well as educating the community on Gages Lake rules and regulations.

-Solidify desired capital projects and put into place concrete plans to get said projects completed and planned out several years in advance when applicable.

Discussion.

## **VI. Board Training**

-Lisa Sheppard presented to the Board a series of PowerPoint slides covering Board Essentials Training that she covers with her Board on a yearly basis.

Lisa reiterated how important it was for the Board to work together as a team and not allow one Commissioner to act strictly alone and be above it all (i.e., the President making all the decisions or a Commissioner promising something to the community without prior Board consensus). Discussion.

The Board sets the policies and vision of the Park District – not the Staff. Staff are responsible for executing that vision.

The Board ultimately decides the allocation of taxpayer money levied to the District and for which programming that should go to. The Board also ultimately decides the direction of park use and capital planning.

The Board approves policies – sound policies that are executed by Staff. The Board also lead the District, not operate day to day. In the case of the Wildwood Park District with its size; there are some areas in which the Board can be further involved such as chairing a Harvestfest Committee group.

Discussion.

Lisa distributed out several handouts detailing the “Job Description” of a Board member, the “5 hand” model of Board discourse and decorum, and the aforementioned Focus Group results.

Discussion was had regarding the concept of using your hands and body language to show solidarity with Commissioners in discussion when disagreements are had using the “5 hand model”.

Discussion was had regarding proper procedure for Board meetings and the inclusion of “Other Business” of “Commissioner Comment” on an agenda. The inclusion of “Other Business” on an agenda presents Board members the ability to talk freely and introduce items that were not on the agenda under New or Unfinished business to bring up for general discussion (although no voting can be done).

## **XVI. Adjournment**

Commissioner Brueck moved to adjourn the Board Workshop of Wednesday, February 16<sup>th</sup> 2022, at 8:26pm. Commissioner Nelson seconded the motion. All in favor, motion carried. Meeting adjourned.

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**Secretary**  
**Board of Park Commissioners**

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**Date**

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**President**  
**Board of Park Commissioners**

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**Date**