I. Call to Order

President Wehrli called the meeting to order at 9:00 a.m. in the Kendall County Board Room.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance.

III. Invocation

Commissioner Prochaska offered an invocation for the meeting.

IV. Roll Call

Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli all were present.

V. Approval of Agenda

Commissioner Cullick made a motion to approve the agenda as presented. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

VI. Citizens to Be Heard

No public comments were offered by those in attendance.

VII. Approval of Minutes

a. Forest Preserve Commission – August 18, 2015 and September 1, 2015
b. Forest Preserve Finance – August 27, 2015
c. Forest Preserve Programming and Events Committee – September 2, 2015

Commissioner Cullick made a motion to approve the meeting minutes for the Commission meetings held on August 18, 2015 and September 1, 2015; the Forest Preserve Finance Committee meeting held on August 27, 2015, and the Programming and Events Committee meeting held on September 2, 2015, all as presented. Seconded by Commissioner Prochaska. All, aye. Opposed, none. Motion passed unanimously.
VIII. Approval of Claims in an Amount Not-to-Exceed $7,546.88.

Commissioner Koukol made a motion to approve the claims list in the amount of $7,546.88. Seconded by Commissioner Cullick.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

IX. Motion to Approve a Policy Extending Signature Authority to the Executive Director of the District to Secure Goods and Services within Budgeted Appropriations for Amounts Not-to-Exceed $1,000.00.

Commissioner Cullick made a motion to approve the policy extending signature authority to the Executive Director of the District to secure goods and services within budgeted appropriations for amounts not-to-exceed $1,000.00 as presented. Seconded by Commissioner Prochaska.

Director Guritz stated that in consultation with the State’s Attorney’s Office, all formal contracts need to come before Commission for approval, which is expressed in the proposed policy.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

X. Motion to Approve the Registration, Tuition Fees, and Program Registration Policies for the Natural Beginnings Preschool Program for the 2015-2016 School Year

Commissioner Gryder made a motion to approve the registration, tuition fees, and program registration policies for the Natural Beginnings preschool program for the 2016-2017 school year. Seconded by Commissioner Cullick.

Commissioner Gryder made a motion to amend his motion to change the school year stated on the agenda and as presented in the policy document from 2015-2016 to 2016-2017. Seconded by Commissioner Cullick.

President Wehrli presented an overview of the proposed changes.

Commissioner Purcell inquired into whether this approval should be held off until the FY 15-16 budget is presented to see if additional revenue is needed to cover District operations.
President Wehrli stated that the fees, charges and policies were examined by the Finance Committee, with the proposed increases in keeping with area program tuition rates, sufficient to cover all costs for operating the program.

Roll call to approve motion, as amended on the table: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

Roll call to approve the amended motion: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

XI. Motion to Approve a Policy Establishing the Criteria for the Waiver of Fees and Charges for the Use of District Facilities

Commissioner Cullick made a motion to approve the policy establishing the criteria for the waiver of fees and charges for the use of District facilities as presented. Seconded by Commissioner Prochaska.

President Wehrli reported that the criteria and policy had been reviewed by the Programming and Events Committee.

Commissioner Purcell reported that all requests will be reviewed by the Programming and Events Committee. The policy document establishes the criteria under which the requests will be evaluated.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

XII. Motion to Approve the Equestrian Program Manager Position Description

Commissioner Cullick made a motion to approve the Equestrian Program Manager position description as presented. Seconded by Commissioner Prochaska.

Director Guritz stated that the lifting requirements range was examined and amended per Committee of the Whole direction.

Aye, all. Opposed, none.

XIII. Motion to Approve the Office Assistant Position Description

Commissioner Cullick made a motion to approve the Office Assistant position description as presented. Seconded by Commissioner Prochaska.
Director Guritz stated that the lifting requirements range was examined and amended per Committee of the Whole direction.

Aye, all. Opposed, none.

**XIV. Executive Session**

None.

**XV. Other Items of Business**

The Forest Foundation of Kendall County’s Fall Fest will take place on Saturday, October 10, 2015 from 11 am to 5 pm.

**XVI. Citizens to Be Heard**

No public comments were offered by those in attendance.

**XVII. Adjournment**

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 9:17 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District