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**MINUTES OF THE
PARK BOARD MEETING
Monday, March 19, 2018**

Present: Ken Borgerding, Park Board Chairman

Lee Campbell
Lee Fell
Suzi Siegel
Kai Zhou
Michael Brouillard, Alternate
Dr. Mara Grujanac, Trustee Liaison
Tim Baynon, Forestry/Parks Foreman
Brad Woodbury, Public Works Director

Absent: Kathy Alred Lin
Sandra Wright

Location: Lincolnshire Village Hall, Lincolnshire Illinois 60069

1.0 CALL TO ORDER

Chairman Borgerding called the meeting to order at 7:00 pm

2.0 ROLL CALL

Forestry/Parks Foreman Baynon called roll and determined a quorum was present.

3.0 APPROVAL OF MINUTES

3.1 Approval of the Minutes of the January 17, 2018 Meeting of the Park Board (Village of Lincolnshire)

The Park Board reviewed the minutes of the January 17, 2018 meeting. A motion was made by Mr. Campbell, seconded by Mr. Fell, to approve the minutes as presented. The motion was approved by a unanimous voice vote.

4.0 RESIDENT COMMENTS AND REQUESTS

4.1 None

5.0 RECREATION

5.1 None

6.0 PARKS

6.1 Consideration and Discussion of Installation of Little Free Library Book Boxes in Various Park Locations (Girl Scout Troop #45275)

Public Works Director Brad Woodbury said he met in January with Emily Petway, leader of Girl Scout Troop #45275, regarding a potential project for scouts to construct and install "Little Free Library" book boxes in Lincolnshire parks. The proposed park locations for Park Board consideration are Whytegate Park, Memorial Park, Old Mill Park and Bicentennial Park. Village staff is in support of the idea. The scouts will be working with the Vernon Area Public Library to supply the books.

Several Girl Scouts presented a Power-Point summary of the project, which was included in the Park Board Packet. The books placed in the libraries can be borrowed or taken home and kept. They will promote reading and be an additional activity at parks. Currently the only Little Library in the Lincolnshire area is at Ryerson Woods. Proposed parks were selected because they are centrally located and provide seating. The funds for box construction will be 20% donations and 80% cookie sales. Girl Scouts will build and decorate the boxes, install the books and track the circulation. The Public Works Department will install and maintain the boxes.

Trustee Grujanac asked if anyone will be able to put books in the library, a scout said that people will be able to donate books. Trustee Grujanac asked how the rules of use will be communicated to people. Director Woodbury said the Village would investigate to see if there were existing standards or potentially develop standards of use and have them posted on site. Public Works staff check on the parks every Monday during garbage collection and could go through the boxes and make sure there is nothing inappropriate. Trustee Grujanac said that the Mayor and Board will want to make sure that the rules of use are distributed in the newsletter or similar way to all residents. She is confident that the Mayor and Board will want to support this, especially if the Girl Scouts show up for the presentation to the Village Board. Chairman Borgerding commended the girls for their great presentation and for having so many scouts in attendance. A motion was made by Ms Siegel, seconded by Mr.Zhou as follows:

“The Park Board recommends to the Village Board consideration and approval of the proposed Little Free Library Book Boxes Program as presented by Girl Scout Troop 45275”

The motion was approved by unanimous voice vote. Trustee Grujanac asked about having a library box at Spring Lake Park as well. Director Woodbury said they were trying to find parks that have ideal seating locations and are not too crowded with already existing amenities.

6.2 Consideration and Discussion of a Boardwalk Renovation Project located in the North Park and Florsheim Nature Preserve Natural Areas (Mark Hardy) Director Woodbury said he met in December with Eagle Scout candidate Mark Hardy to discuss potential projects. One Village project that needs to be done is the repair, refurbishment and re-staining of natural area boardwalks. Boardwalks were installed in 2003 and are in need of maintenance. The project would include clearing away brush, power washing, applying a weatherproof finish and repairing or replacing any rotted boards.

Mark Hardy of Boy Scout Troop 78 presented a Power-Point summary of his proposed project. Growing up in Lincolnshire he played lots of sports at North Park and his soccer coach had the team run the natural area trails for warmups. His project will help future children at North Park. The project will be completed with 8-10 scouts and at least one adult leader. A detailed plan is presented in the Power-Point presentation provided in the Park Board Packet.

Park Board Member Siegel asked how much of the boardwalk is rotting. Mr. Hardy said currently only 2-3 boards are in need of replacement. Mr. Hardy will plan to bring approximately 10 boards when performing the replacements. Park Board Alternate Brouillard asked if Mr. Hardy had identified the plant material on site to make sure it is

not poisonous. Mr. Hardy has not but he will check prior to the start of the project. Mr. Brouillard asked if any barricades will be put up while the sealing product is drying. Mr. Hardy said he is not planning for that, he is going to try for sunny warm days. Park Board Member Fell asked if the project is planned for just one day and Mr. Hardy said yes. Director Woodbury said in relation to Mr. Brouillard's point, the Public Works Department could probably provide barricades and signage for the time when the seal is applied and drying. Mr. Woodbury said that since this is maintenance of an existing amenity all that is needed is Park Board approval. Mr. Fell made a recommendation to approve Mr. Hardy's project as presented. Ms. Siegel seconded the recommendation. Chairman Borgerding ask if all are in favor and the Park Board unanimously approved the Eagle Scout project.

7.0 UNFINISHED BUSINESS

7.1 None

8.0 NEW BUSINESS

8.1 Director Woodbury introduced new Park Board Alternate Michael Brouillard. He has an extensive background in forestry and horticulture. Mr. Brouillard said that he works for the Northbrook Park District as Grounds Operations Manager. His bachelor's degree is from Illinois State University in agribusiness and horticulture sequence, and he has a master's degree in plant science. He is a Certified Arborist and worked for the Chicago Botanic Garden for a while. The Park Board welcomed him.

In other new business, the Public Works Administrative Assistant Kimberly Jurco will be retiring and the Village will be hiring a Management Analyst that will work out of the Village Hall. Trustee Grujanac asked about the date of the retirement reception and let the Park Board know they will be invited. The reception will be Tuesday, May 1st.

Trustee Grujanac thanked Director Woodbury for his help in providing information regarding the annual dying of Lincolnshire Creek on St. Patrick's Day. A good place to view this event is the future Pocket Park location behind Fresh Market and Culver's. A photo was posted on the Lincolnshire Facebook Page.

9.0 ADJOURNMENT

9.1 A motion was made by Mr. Fell, seconded by Ms. Siegel, to adjourn the meeting. The motion was approved by unanimous voice vote. Chairman Borgerding declared the meeting adjourned at 7:29 pm.
