

**Wheaton Park District  
Finance Subcommittee Minutes  
May 3, 2017**

**The meeting was called to order at 6:07pm**

**In attendance: Commissioner Vires, Commissioner Hodgkinson, Commissioner Morrill, Commissioner Kelly, Executive Director Benard, Director of Special Facilities Bandy, Director of Marketing Wilhelmi, Director of Finance Trainor, Director of Parks and Planning Sperl,**

**Guests: Kevin Fahey, Adam Nirenberg**

***A. Previous Minutes***

1. April 5, 2017 – approved in April

**Discussion Items**

***B. Previous Discussion Items***

None

***C. New Discussion Items***

1. 2017 Budget Cycle Finance Policies

This is a regular review of policies. Recommendations have been provided. In the future typos should be accepted prior to distribution. System and Organization Controls Report was described. No further comments.

2. Program Guide Design

Benard and Wilhelmi have discussed ways of using this publication in ways to better promote programs as specific information about programs is moving online. Wilhelmi would like to keep it four colors throughout and reduce paperweight. This would reduce mailing costs. The binding would also be improved. Direct stories about programs are important. It is believed that our advertising revenue can increase with this type of brochure. The general consensus was to proceed and bids will be provided in August.

3. Ballfield Machine

Sperl identified that this is another piece of equipment needed for maintenance of ballfields. The general consensus was to include in the board packet.

4. Recommendation from IT Consultant for engaging Secure Compliance Solutions for services related to PCI Compliance with Data Security

5. Recommendation from IT Consultant for engaging Secure Compliance Solutions to provide ongoing advanced security services

Adam was introduced and summarized the services that AIE provides. Initially they identified existing security breaches. It was an important, but not immediate concern. The check and balance of our managed services and security was discussed. Projects are budgeted in 2017. Adam provided additional information on the previous breach. Tressler was contacted and had expertise in this area. Our response was identified in the table within the executive summary. Commissioner Kelly's recommendation is to have the policy written by the company hired and obtain additional quotes for the security services work from subject matter experts. Additional quotes are to be provided.

***D. Follow Up – Updates or Pending***

***E. General Administrative Items***

Benard provided an overview of potential projects for our fall meeting on capital projects. He wants to ensure that we have the ability to pay and maintain what we currently have for the next 20 years. This will be summarized with costs versus other opportunities. Benard sought approval to pursue smaller opportunities such as obtaining appraisals for small potential acquisitions. Consensus was to proceed.

#### Lincoln Marsh/Rosie's

We learned that a court ordered auction was held on May 2. The property is adjacent on three sides to WPD property and would be of interest to the District.

#### Graf park/Jefferson School

Benard has been in discussions with the school district about their failed referendum. A new school would require a referendum while additions to existing schools do not. There is the opportunity for trading land to build a school and maintain recreation services.

#### VFW

This property would provide the opportunity for an additional recreational amenity. It would be a public/private partnership. The committee was not supportive of exploring this option.

#### Arrowhead Golf Course

There is currently leased land at the corner of Naperville and Butterfield. At that location or around Arrowhead we would like to add an additional nine holes through lease with the forest preserve. There was general interest from the board to continue discussions.

A field house is needed for indoor activities.

#### Kelly/Edison

We were asked to consider the possibility of creating a quarter-mile track there for the school. There is not enough room.

Lacrosse is needed elsewhere.

The meeting was adjourned without objection at 7:10pm.