

**Vermilion County Conservation District
Headquarters: Kennekuk County Park
Danville, IL**

**RECORD OF PROCEEDINGS
REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES**

**Wednesday, February 19, 2014
4:30 p.m.
Zack Hickman Room
Kennekuk County Park
Danville, IL**

President Little called the February Regular Meeting of the Vermilion County Conservation District Board of Trustees to order and opened the meeting with the Pledge of Allegiance to the American Flag.

Roll call showed the following.

Trustees Present: Nikki A. Bogart
Ken E. Green
Perry A. Jaynes
Brett K. Little
B. Dirk Porter

Trustee(s) Absent: None

In attendance were Ken Konsis, Executive Director; Jamie Pasquale, Associate Director; and Amy Steeples, Recording Secretary. Others included Gordon Thoennes, V.C.C.D. Foundation Chairman and Daniel Olson, Champaign County Forest Preserve District.

Staff members present included Lorna Konsis, Charles Rhoden, and Gary Wilford.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda.

Executive Director Konsis asked that item thirteen: Report From the Education Supervisor be moved to immediately follow the approval of the agenda.

Trustee Green moved to approve the agenda as amended. This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.

Report From the Education Supervisor, Gary Wilford, began with a list of eleven school day visits to Forest Glen scheduled over the next three weeks covering winter wildlife and maple syrup processing. The Traveling Naturalist program visits nearly every elementary

school, Kindergarten through third grades, in Vermilion County and winds up the end of February.

The first archery hunting program at Forest Glen closed on January 19, 2014. Our goal was 35 deer harvested and 29 were taken; ten bucks and nineteen does.

Trustee Porter asked if Gary thought that IDNR would be cutting back on the number of deer hunting tags issued in the state, due to rumors of lower state-wide deer populations.

Gary answered that Illinois differs from most states in that they issue deer tags based on county populations, not overall numbers. So, it would depend on Vermilion County deer population.

Trustee Green asked what the hunter response was to our program.

Gary replied that response was great; he personally had heard no complaints.

Trustee Bogart wanted to know the revenue gained from the program.

Gary stated that although it was not as high as they had budgeted, the program had grossed about \$12,000.00, and he expects slightly more this year.

With no other hunting program questions, Gary went on to report that Lara, Jamie and Jeremy were beginning the move to the Kennekuk Environmental Education Center. Some desks were in the office area, and classrooms were beginning to look like classrooms.

This concluded the report of the education supervisor, and Gary Wilford left the meeting.

Agenda item number five was the Approval of the Minutes from the December 11, 2013, Regular Meeting. President Little asked for any corrections to the minutes.

Trustee Bogart moved to approve the December 11, 2013, Regular Meeting Minutes as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.

Item number six, Audience Comments. There were none.

Agenda item number seven, the Treasurer's Report. President Little stated that December items seven a. through d. will be addressed first with any questions from the trustees.

Trustee Bogart questioned voucher check #32005 to Grubb Electric in the amount of \$151.55 for furnace repair. Associate Director Konsis answered that was performed on a District owned house. Associate Director Pasquale added that it is a rental house and even after repairs, the furnace had to be replaced so it will no longer be an issue.

With no other questions, President Little asked Executive Director Konsis to give the report on cash and investments for January 22, 2014.

Executive Director Konsis reported that the current balance in the checking account at First Midwest Bank, Danville was \$51,750.00. Illinois Funds Investment Pool balance was \$82,550.00. The Illinois Funds Money Market account balance was \$5,100.00. The Hoopeston Money Market balance was \$223,800.00. The Preferred Checking Account (Hegeler account), remains at \$2,400.00. The Money Market Passbook account at Central Illinois Bank was \$123,300.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville had a balance of \$2,600.00. The Certificate of Deposit at Iroquois Federal remains at \$100,000.00.

The grand total of cash and investments as of January 22, 2014, is \$591,800.00, which compares to \$560,930.00, at the same time last year.

The DCEO Grant is listed on the report separately as a NOW account at the First Savings Bank currently earning .25%. The current balance is \$300.00.

He asked if there were any questions from the Trustees. There were none.

Trustee Green moved to approve the Current List of Bills from December 2013 in the amount of \$9,318.38 , which included check #'s 32003 - 32023 ; the Manual Checks for December 2013 in the amount of \$379,570.03 which included check #'s 31936 – 31950 and #'s 31972 - 31988; the General Journal Entries for December 31, 2013; the December 2013 Budget Report and the January 22, 2014 Report on Cash and Investments. This was followed by a second from Trustee Porter.

President Little requested a roll call voice vote. The results:

Trustee Green	-	yes
Trustee Porter	-	yes
Trustee Jaynes	-	yes
Trustee Bogart	-	yes
President Little	-	yes

The vote was 5–0. Treasurer’s Report, items seven: a – e were approved. Motion carried.

President Little asked for questions on agenda items seven f. through i.

Trustee Bogart asked for an explanation of manual ck #31991 to Coventry Health Care in the amount of \$11,352.72 for medical insurance. This differed from the September quote of \$10,590.00 previously given to the Trustees.

Executive Director Konsis stated that there was an unbudgeted dependent addition later in the year. He then recognized Gordon Thoennes, Dimond Bros. insurance agent, in the audience. Gordon stated that it could be, but without an invoice he could not be sure.

Trustee Bogart asked for clarification regarding manual ck#31999 to Crowder CPA’s in the amount of \$4,924.25 for audit services.

Executive Director Konsis explained this invoice was for fiscal year 2012 – 2013.

President Little asked Executive Director Konsis to give the report on cash and investments for February 19, 2014, agenda item seven j.

Executive Director Konsis reported that the current balance in the checking account at First Midwest Bank, Danville was \$70,800.00. Illinois Funds Investment Pool balance was \$7,550.00. The Illinois Funds Money Market account balance was \$5,100.00. The Hoopeston Money Market balance was \$173,800.00. The Preferred Checking Account (Hegeler account), remains at \$2,400.00. The Money Market Passbook account at Central Illinois Bank was \$123,300.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville had a balance of \$4,270.00. The Certificate of Deposit remained at Iroquois Federal remains at \$100,000.00.

The grand total of cash and investments as of February 19, 2014, is \$487,520.00, which compares to \$477,880.00, at the same time last year.

The DCEO Grant is listed on the report separately as a NOW account at the First Savings Bank currently earning .25%. The current balance is \$300.00.

He asked if there were any questions from the Trustees. There were none.

Trustee Jaynes moved to approve the Current List of Bills from January 2014 in the amount of \$13,653.03, which included check #'s 32067 - 32084; the Manual Checks for January 2014 in the amount of \$30,335.75 which included check #'s 31989 – 32002 and #'s 32024 - 32053; the General Journal Entries for January 31, 2014; the January 2014 Budget Report and the February 19, 2014 Report on Cash and Investments. This was followed by a second from Trustee Green.

President Little requested a roll call voice vote. The results:

Trustee Jaynes	-	yes
Trustee Green	-	yes
Trustee Bogart	-	yes
Trustee Porter	-	yes
President Little	-	yes

The vote was 5–0. Treasurer’s Report, items seven: f – j were approved. Motion carried.

Agenda item number eight, Specific Items of Business to be Transacted.

Item eight a: Kickapoo Trail Report from Champaign County Forest Preserve District. President Little welcomed Daniel Olson, Executive Director of CCFPD, back to the V.C.C.D.

Dan explained that the Champaign County Forest Preserve District, staff and subcommittees have met to discuss the naming of the rail trail. They wish to bring to the V.C.C.D. Board, the name, “Kickapoo Rail Trail”, taking into consideration the history and to avoid possible confusion since that is what the trail has come to be known by so many. Dan hopes that the V.C.C.D. Board of Trustees will consider this name and agree.

After brief discussion and questions addressed, *Trustee Jaynes moved to approve the name of the new hiking and biking trail, "Kickapoo Rail Trail". This was followed by a second from Trustee Porter. All in favor by acclamation, motion carried.*

Dan thanked the Board. He gave each Trustee a schedule of trail meetings and events hosted by the Champaign County Forest Preserve that would include V.C.C.D. Trustees, Staff and Foundation members. *See attached.*

He also passed out a prototype of the trail brochure planned for use in fundraising efforts to support the 24 miles of the trail. Dan answered the Trustees questions to their satisfaction regarding trail funding through grants, loans and donations.

Agenda item eight a. 1. was already addressed with the motion to approve the name "Kickapoo Rail Trail".

Agenda item eight b. Select Option to Satisfy Illinois Comptroller Mandate. Executive Director Konsis recognized Gordon Thoennes, V.C.C.D. Foundation Chairman.

Gordon stated that the Foundation met on Friday, February 14, 2014, and unanimously approved option #2 given by Illinois State Comptroller's Office to sever ties with the V.C.C.D. Board and subsequent name change to conform to the new GASB rules. He affirmed that the Foundation's goal of supporting the efforts of the Vermilion County Conservation District will not change. He added that the Foundation Board had already approved a name change from Vermilion County Conservation District Foundation to Vermilion County Conservation Foundation.

The Trustees received information in their packets regarding two options suggested by the comptroller's office. The only major change that will be noticed by the Board will be that they will no longer be asked to approve V.C.C. Foundation Director Appointments.

After all questions were addressed, *Trustee Green moved that the Vermilion County Conservation District sever ties with the Vermilion County Conservation Foundation. This was followed by a second from Trustee Jaynes.*

Gordon commented that the Foundation will not be changing the name in the eyes of the public. The stationary, etc. will still be shown as the Vermilion County Conservation District Foundation. Legally, DBA will be Vermilion County Conservation Foundation.

President Little requested a roll call voice vote. The results:

Trustee Green	-	yes
Trustee Jaynes	-	yes
Trustee Bogart	-	yes
Trustee Porter	-	yes
President Little	-	yes

The vote was 5–0. Motion carried.

Agenda item eight c. Liquor License Request from Hob Nob Market. Executive Director Konsis reported that this would be permission for the Tuscan Hills Winery to sell liquor during the Hob Nob Market to be held May 9 – 11, 2014, at Kennekuk County Park.

Trustee Jaynes moved to approve the liquor license request from Tuscan Hills Winery for May 9 – 11, 2014, Kennekuk County Park, during Hob Nob Market. This was followed by a second from Trustee Bogart. All in favor, motion carried.

Agenda item eight d. Resolution to Sell Property to IDNR. Executive Director Konsis explained that Resolution 13-4 was to acknowledge the Quit Claim Deed provided by IDNR for the sale of the Kickapoo Rail Trail property which extends into the boundary of Kickapoo State Park for the sum of \$209,216.00.

There was a revision to paragraph four, suggested by Connie Waggoner with IDNR, stating that President Little be authorized to sign “all” necessary documents regarding this conveyance.

With minimal discussion clarifying the financial details, *Trustee Green moved to adopt Resolution 13-4 authorizing the IDNR to go forward with the Kickapoo Rail Trail transaction as described. This was followed by a second from Trustee Porter. All in favor, motion carried.*

Agenda item eight e. Report on Fiscal Year 2014-2015 Budget Report. Executive Director Konsis presented highlights of the report Associate Director Pasquale and he had been working on to the Trustees.

On the revenue side, there were two new major items from last year: farming and Forest Glen deer hunt program; there are reoccurring income sources, plus new avenues with “Phases of the Moon” music festival and a small amount from the Kickapoo Rail Trail leases for this fiscal year. CPPRT has been increasing for the past two years.

One of the goals this year is to reduce the negative fund balance in the Insurance and FICA Funds.

Capital projects are many and will have to be prioritized. Projects that may be completed using music festival dollars will not be done until after that money is received.

Next will be for Associate Director Pasquale and he to put together a budget draft have Treasurer Bogart and all Board members look it over; then propose the tentative budget for the March 19, 2014 meeting.

Trustee Bogart asked about the increase in revenue for “Phases of the Moon” from \$50,000 to \$100,000.

Executive Director Konsis explained that the attendance numbers had been increased to a maximum of 20,000 people. This is not a four-day total, but up to 20,000 each of the four days.

Trustee Bogart was concerned with the area supporting that number of people; Executive Director Konsis responded that, in the past, an event had a one-day attendance of over 10,000 and the Cheeseburgers and Fun event boasts an audience of 7,000.

Agenda item number nine was Representative Reports.

Agenda item nine a: IACD President, Jamie Pasquale reported that there will be an IACD meeting held at the Kennebec Environmental Education Center on Thursday, March 6. Vermilion, Boone and Macon Counties will be in attendance.

Agenda item nine b; V.C.C.D. Foundation Report. Foundation Chairman, Gordon Thoennes began by reporting on the Kickapoo Rail Trail. Foundation Director Kevin Green is one of the trail committee members and has done an excellent job supporting the trail. He represents both the V.C.C.D. Foundation and trail committee regarding trail fundraising efforts, very well.

The Foundation is gearing up for the Cheeseburgers and Fun event, August 9, 2014. Fundraising work continues for the Kennebec Environmental Education Center Phases. Gordon went on to clarify the education center financials for the trustees, and answered questions regarding the Foundation's financial position.

Agenda item nine c: IAPD Report. Executive Director Konsis reported that the IAPD annual meeting was held in January. No one from the District had attended.

Dan Olson commented that he attended, and proceeded to give highlights of the meeting and week's activities. He was impressed with the people working with IAPD and the work they accomplish.

Agenda item ten b: Executive Session. *Trustee Jaynes moved for the Board to retire to Executive Session for the purpose of discussion concerning employee salary schedules at 5:46 p.m. This was followed by a second from Trustee Bogart.*

President Little requested a roll call voice vote. The results:

Trustee Jaynes	-	yes
Trustee Bogart	-	yes
Trustee Green	-	yes
Trustee Porter	-	yes
President Little	-	yes

The motion to move into executive session passed by a 5 – 0 vote.

The Trustees returned to regular session at 6:10 p.m.

Agenda item eleven a: Approve Staff Salaries for 2014. *Trustee Jaynes moved to change the fiscal year policy for salaries from a calendar year budgeting to a fiscal year budgeting with a 3% increase to begin April 1, 2014. This was followed by a second from Trustee Bogart.*

President Little requested a roll call voice vote. The results:

Trustee Jaynes	-	yes
Trustee Bogart	-	yes
Trustee Green	-	yes
Trustee Porter	-	yes
President Little	-	yes

The vote was 5–0. Motion to adopt a 2014 Fiscal Year Salary Schedule with a 3% increase, carried.

Agenda item twelve. There were no amendments to the agenda.

Agenda item thirteen a: Report From the Education Supervisor. This report was previously given.

Agenda item fourteen: Report from the Associate Director. Associate Director Pasquale reported that he is moving into his office at the new education center. Today was Lara Darling’s first day in her new office there. The phones and computers are in working order. In the near future, wireless internet will have to be installed there. A cell phone signal booster will be needed there as well. He met with a representative from Ameren about future additional power needs for the center when construction on the next phase begins.

He has been working on the budget with Executive Director Konsis and Kim Fox, Financial Secretary.

He met with Fred Pancoast regarding parking areas for Phases of the Moon event.

Trustee Bogart asked Associate Director Pasquale what V.C.C.D. parking expenditures he foresees linked with this event. He answered, that we will be responsible for mowing the required areas.

This concluded the Associate Director’s Report.

Agenda item fifteen: Report of Executive Director. Executive Director Konsis reported on the education center. The individual that pledged dollars for the Prairie Roof Garden sent in his 2014 donation. The office area is complete; Larry Gilliland has used hackberry for the trim. English Brothers will complete work on the southwest hallway door soon. An industrial floor scrubber was purchased for proper care of the flooring. District 118 has “loaned” the District wooden desks, chairs, shelving, microscopes, and oven pans from their storage. A second grant from the Cadle Foundation was received, and more classroom tables and chairs were purchased. Beginning March 1, 2014, the Kennekuk Environmental Education Center will be open 1 – 4 p.m. each Saturday and Sunday through October 26 for the public to tour. It will be staffed by V.C.C.D. volunteers, V.C.C. Foundation Directors, and Trustees who wish to do so.

At this point, Trustees’ Porter, Bogart and Little all offered their time.

Executive Director Konsis continued, stating that the building is open to civic groups/organizations to host meetings; several have been scheduled. He has been in contact with Julius Hegeler speaking about the next two phases of construction.

There were no other comments or questions regarding the education center.

Phases of the Moon event information may be procured on their website: <http://phasesofthemoonfestival.com/>. Executive Director Konsis reported that 52 bands have been scheduled and are described as “jam, funk and southern rock” genre. Four-day tickets are selling online now for \$250 each; single day will be sold at a later date. There will be a limit of 20,000 tickets sold, which amounts to \$100,000 of V.C.C.D. revenue. Fred Pancoast, with Balloon Classic, was hired to coordinate parking for an expected 40 – 25,000 vehicles. Vermilion County has changed the liquor ordinance to correspond to the state allowing 15 days. Local hotels are already booked up. The District plans to staff the education center, visitor center and Bunker Hill Historic Area for 24 hours, Thursday through Sunday.

Due to bad weather, Executive Director Konsis closed the parks January 6 – 7, reopening at noon on January 8; also closed on February 5 and closed early on February 14. Executive Director Konsis met with Bill Block, Illinois Public Risk Loss Control, and reported only one injury last year.

He touched briefly on the Cheeseburgers and Fun event which is August 9, 2014. Associate Director Pasquale and he have met with the car clubs involved, three bands are confirmed and tent, stage and sound is reserved.

The Maple Syrup Open House date is Sunday, March 16. Trees will be tapped tomorrow, weather permitting.

Other news on the Kickapoo Rail Trail: Reimbursement for the IDNR purchase should happen quickly. The District is also working with Champaign County Forest Preserve District to secure reimbursement from other two grants. Currently the V.C.C.D. and V.C.C. Foundation are represented well by Kevin Green. This morning, Judd Peck of Danville Metal Stamping agreed to serve on the committee and hopes to add Shawn Malladay. Please reference the “You Are Invited” document given to you by Dan Olson.

The next regular meeting is scheduled for Wednesday, March 19, 2014, 4:30 p.m., Gannett Outdoor Education Center, Forest Glen Preserve. The current agenda item will be to approve the tentative budget.

President Little remarked that he had stopped by the Kennekuk Education Center this afternoon and commented on the condition of the desks currently in the office area.

Executive Director Konsis responded that the staff plans to do a little refinishing work on them.

This concluded the Executive Director’s Report.

Agenda item sixteen: President's and Trustee's Comments.

Trustee Green had no comment.

Trustee Porter commented that in addition to the salary increase, he would like to give the staff a heartfelt thank you. It doesn't matter which park go to, it is a pretty good escape – a place to get away from it all.

Trustee Jaynes echoed Trustee Porter's comments on the District Staff.

Trustee Bogart agreed, affirming that the wonderful employees are why this District is so successful! She does have concerns regarding fundraising efforts for the Kickapoo Rail Trail and Kennekuk Environmental Education Center going on simultaneously.

Executive Director Konsis addressed her concern in that these are two different areas of interest; therefore different groups of the public will be approached regarding donations for each of the projects.

President Little addressed the Phases of the Moon event planners being approached for special admission prices or comp tickets to staff, board members for the event.

With no further discussion, and all business transacted, *Trustee Jaynes moved to adjourn the meeting at 6:35 p.m. This was followed by a second from Trustee Bogart. Meeting adjourned.*

Perry A. Jaynes
Secretary
V.C.C.D. Board of Trustees