President Leno called the Board Meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

President Leno led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

<table>
<thead>
<tr>
<th>Commissioners Present</th>
<th>Commissioners Absent</th>
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<tbody>
<tr>
<td>B. Owen</td>
<td>R. Nesvacil</td>
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<td>W. Ploger</td>
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<td>T. Gelinas</td>
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<td>M. Leno</td>
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STAFF PRESENT: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; Pat Klawitter, Superintendent of HR; and Kendra Maher, Recording Secretary.

Vice President Gelinas moved, seconded by Comr. Ploger, to allow Comr. Nesvacil to attend the meeting via teleconference. On voice vote the motion was approved 4-0.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None.

NEW BUSINESS

COVID-19

Exec. Dir. Fullerton stated that Governor Pritzker has declared a “Stay at Home” shut down due to the COVID-19 Pandemic requiring employers to make very difficult decisions. Gov. Pritzker also included playgrounds in closures of facilities, effective March 21, through April 7, 2020.

Exec. Dir. Fullerton stated that the plan going forward for Full Time Staff is work from home for Staff that are able to with a laptop provided to them by the District. Not all Full Time Staff have jobs that can be done remotely, those jobs have been identified and online trainings through PDRMA and alternative arrangements will be made.
Dir. Myers addressed the Finance Team, stating that the accounts payable and payroll functions were moved to remote locations last week and are fully functioning. Dir. Myers continued to explain this will be a time for the department to update procedures and controls, prepare for the audit, continue work on the Personnel Policy Manual, PDRMA training, and P-Card reconciling.

Dir. Meyer addressed the Recreation Staff, stating that goals and objectives will be established, training and education opportunities, social media and YouTube is connecting Staff and the community, summer brochure is on the third proof, Gold Medal application is still in progress, and Contact Us is being monitored and responded to on a daily basis.

Dir. Rea addressed the Parks Staff, stating that the Trades team will be doing wellness checks on all facilities, Staff will continue to work out of three facilities on a rotational split shifts, provide storm clean-up, vandalism coverage, mechanics and custodians will be on call, park planner is able to work from home, and budget planning will continue.

Vice President Gelinas inquired about the cash reserves available to pay Full Time and Part Time Staff without revenue. Dir. Myers assured the Board that cash reserves are in place for times like these.

President Leno asked for payroll be added to the March 31, 2020 agenda, at that time we will discuss the future payroll as it pertains to COVID-19 shut downs. Vice President Gelinas asked for a projection of lost revenues and refunds requested for the next 30, 60, and 90 days.

Comr. Owen moved, seconded by Vice President Gelinas to pay Full Time Staff through the April 4, 2020 payroll. On a voice vote the motion was approved 5-0.

Vice President Gelinas moved, seconded by Comr. Ploger to replicate the March 21, 2020 payroll for Part Time Staff for the April 4, 2020 payroll. On a voice vote the motion was approved 4-0, with President Leno abstaining.

Exec. Dir. Fullerton asked the Board about holding the March 31, 2020 Board Meeting via Zoom video-conferencing. The consensus of the Board was to use Zoom as a back-up and revisit how the shut-down is being handled at that time.

President Leno stated that there are a lot of moving pieces to the COVID-19 situation, depending how long the shut-down lasts there are many scenarios what happens to payroll, programming, and what does summer pools.

Exec. Dir. Fullerton announced that Arbor Day has been cancelled, with hopes to still plant a tree and share the act via social media.

**ADJOURNMENT**

Comr. Owen moved, seconded by Comr. Ploger, to adjourn at 6:56 p.m. On voice vote the motion was approved 5-0.