

PEKIN PARK DISTRICT
MINUTES OF THE
SPECIAL BOARD MEETING OF PARK COMMISSIONERS
6:00 p.m. March 4, 2021
Robert N. Blackwell Administration Building
Mineral Springs Park, Pekin, IL 61554

1. Call to order:

President Helm called the meeting to order at 6:03 p.m. and all stood to recite the Pledge of Allegiance.

2. Roll Call:

The following Commissioners were present: Marv Brown (attended by phone), Kyle Cain, Gary Gillis, Paula Helm, Greg Maloney, Greg Ranney and Kristen Walraven. Also in attendance were: Cameron Bettin, Executive Director and Dori Smith, Board Secretary/Assistant to the Executive Director, and Keith Knox, Parkside Fitness Manager.

3. Review of the 2021 Racquet and Health Fund Budget –

Keith Knox reviewed the budget and highlighted changes. The items highlighted are as follows:

- Personal training down \$4,800 one personal training and no massage service
- Pro Shop and drink vending sales taxes were combined in one line item
- Pickleball revenue up – increased rates in January
- Salaries & FICA increased – annual increases & minimum wage
- Software expense is up \$2,800 for website hosting and upgrades for Jonas software
- Cleaning Service is up \$8,800 – new company
- Processing fees and Pro Shop Purchases were combined
- Water & Waste Water down – No showers due to Covid
- Collection fees up – Need to purchase additional accounts
- Transfer out to Foundation – \$20,000 annual expense until Foundation loan is paid back
- Health Insurance is up \$5,990 – BC/BS increase
- Club Memberships down – approached conservatively due to Covid restrictions
- Group Exercise & Drop-in classes are up – rate increase in January
- Junior Fitness Pass are up – rate increase in January

- Club Annual Fee – \$35 annual New fee implemented to help with equipment replacement costs
- Health Operations is up - \$6,500 hired outside contractor to perform preventive maintenance on equipment
- Les Mills Fees are up – on demand and virtual classes offered
- Tennis court fees are up – fees increased in January

He reported 45 memberships are on freeze due to effects on the facility from Covid. The locker rooms are closed, there is no babysitting service and some are uncomfortable attending. He also reported payments from insurance carriers are down due to less participation due to Covid.

Keith read his Goals & Objectives for a Parkside Membership Experience. “To provide a clean, safe fitness experience while offering a wide variety of quality equipment, programming and services utilizing some of the latest technology and trends at the best possible value”.

It was noted that during Covid there has been a big shift to home work outs and purchases for home equipment.

Operating hours were discussed. It may be necessary to reduce hours temporarily to save on expenses. Keith passed out a handout of operating hours of health facilities in our area.

It was asked if there are any recommendations from the Smart Approach. Cameron Bettin answered “no”.

Both Cameron and Keith reiterated that there have been no increases since 2014 in membership fees and that it will be necessary to increase fees in 2022.

4. Adjourn.

Move to adjourn the meeting.

Motion: Gary Gillis 2nd: Kristen Walraven

Time: 7:20 p.m.

Respectfully Submitted,

Dori K. Smith, Secretary
Board of Commissioners
Pekin Park District