

**KENDALL COUNTY FOREST PRESERVE DISTRICT
PROGRAMMING AND EVENTS COMMITTEE MEETING MINUTES
JANUARY 6, 2016**

I. Call to Order

Programming and Events Committee Chair Flowers called the meeting to order at 6:10 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Gilmour, Prochaska, Purcell, and Flowers all were present. Director Guritz and Equestrian Program Coordinator, Amy Martin also were present.

III. Approval of Agenda

Commissioner Prochaska made a motion to approve the agenda. Seconded by Commissioner Gilmour. All, aye. Opposed, none.

IV. Citizens to be Heard

No public comments were offered.

V. Ellis Lesson Horse Prospects

Director Guritz discussed the rejection of a lesson horse prospect due to a recent diagnosis of heaves, the equivalent of a severe asthma issue in horses. Amy Martin reported that this can be a significant issue in horses. Amy Martin will be assisting with the search for two replacement horses. Director Guritz stated he would be reaching out to Cindy Benson, and Blackhawk College.

VI. Ellis Equestrian Center Summer Camp Fees and Charges

The Programming and Events Committee discussed the proposed summer camp fees and charges for Ellis Equestrian Center. Director Guritz provided an overview of the proposed summer camp budget. With direction from the Programming and Events Committee, the summer camp schedule will be developed and presented to the Committee of the Whole. A fee increase is not recommended for 2016.

The Programming and Events Committee discussed the proposed budget. Commissioner Purcell observed that the older age camps filled, suggesting that offering additional camps for older children would assist with meeting budget goals. Director Guritz stated that this will be considered in developing the camp schedule for the upcoming year.

VII. General Discussion and Updates

The Programming and Events Committee discussed Ellis lesson program activity. Director Guritz stated that Rebecca Brigel has been extended hours for lessons over winter break, with the goal of retaining participation over the winter months.

The Programming and Events Committee reviewed the advertising budget and proposal for the upcoming Ellis House Bridal Shower. Proposals for advertising through Shaw Media (Record Newspapers) and Morris Herald-News/Herald Life bridal guides were reviewed by the Committee.

The Programming and Events Committee provided direction to review the proposed ad schedule with Tina Villarreal, approve the ads based on past year's promotions, and provide a report to the Committee of the Whole on the ad schedule and costs.

Director Guritz reported that the summer camp email blast through Shaw Media is scheduled to promote the nature camps only. The Programming and Events Committee provided direction to hold off on the promotional email blast in order to include promotion of Ellis summer camp opportunities, and to bring the schedule, fees and charges forward to the Committee of the Whole.

VIII. Executive Session

None.

IX. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Gilmour. Aye, all. Meeting adjourned at 7:00 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District