



**Supervisor's Office**  
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## **COMMUNITY CENTER COMMITTEE MEETING**

Ela Township Community Center  
380 Surryse Road, Lake Zurich, IL  
Wednesday, July 24, 2024 – 10:00 A.M.

### **MEETING MINUTES – APPROVED AUGUST 8, 2024**

1. Call to Order: Chairperson Trustee Wilhoit called the July 24, 2024, Community Center Committee meeting to order at 10:00 a.m.
2. Roll Call: Present were Chairperson Trustee Wilhoit, Second-Chair Trustee Samz, Supervisor Palmblad, Township Manager Marciniak, Director Dillon, Jim Dalbec, and Joe Cacciatore.
3. Public Comment: None.
4. Youth Program: Cacciatore reported they are in the 8th week of the 10-week Summer Camp program. The program has some needs for next year and would like to schedule a recap after the program is complete to discuss them, including a basketball net, speaker, and access to our fourth bus. The homework club and the safe-at-home programs will start afterward. The group is looking for craft items for the homework club, including markers, pipe cleaners, and more.
5. Senior Program: Events and travel are going well. Travel program interest for 2025 is down from years prior. Friday night events are slower in the summer, but still well attended. The newsletter is currently being prepared and will be out in September.
6. Staffing: Hired a replacement for Laura overseeing afternoon/evening programming in the senior center – Hannah Cronin from Wauconda who was a former teacher. Mitzie Wyland will be taking over Parkinson's support program and craft classes. Director Dillon said they currently have 3-4 employees that would be eligible for the extra shift of paid time off with a cost of \$348 for the year.
7. Projects: Director Dillon will provide a list of potential repairs needed at Community Center for the next meeting.
8. Old Business:
  - a. Electronic Sign- Director Dillon distributed the contract from North Shore. The committee asked her to contact the company to revise and resend, including to remove the existing sign at no additional cost. Administrator Marciniak has submitted the permit form to Lake Zurich.
  - b. Strategic Planning- Tabled until next meeting.
  - c. Payment processing update- No change. Assistant Director Dalbec has not heard back from Melissa at Byline Bank about processing. Trustee Wilhoit to follow up with Melissa.
  - d. Generator update- None
  - e. Passport processing update- Manager Marciniak & Director Dillon were waiting until the new staff at the community center was in place to begin the application process. They will be working with new passports only – not renewals. They will begin the process in Mid- late August.
  - f. September Event – 9/14 Senior Center month plans, promotion- The goal is awareness. The group will be working on promotions at the next communications meeting.

9. New Business:
  - a. ITASCSC- Supervisor Palmblad mentioned the articles in the last Township magazine regarding online scams and how we are educating our community about the dangers. There are programs the 55+ group presents and will investigate it possibly more before the end of the year. The committee discussed the program to be open to all.
10. Set Date for Next Community Center Committee Meeting- Wednesday October 23<sup>rd</sup> at 11AM at the Community Center. Youth Program recap of the Summer Camp program scheduled for a future date.
11. Adjournment: Chair Trustee Wilhoit adjourned the meeting at 10:56 a.m.

*Respectfully submitted: Trustee Laurie Wilhoit*