

**Village of Niles  
Human Services Committee  
Meeting Minutes  
March 19, 2019**

The following Human Services Committee members were in attendance: Committee Chair George D. Alpogianis, Resident Member Tom Parala, Fitness Center Director Carl Maniscalco, Teen Center Director Mark Williams, Family Services Director Tony Hollenback, Senior Center Director Kelly Mickle and Deputy Village Clerk Kathryn Angell.

**I. Call to Order**

The meeting was called to order at 9:37 a.m. in Room 212 at the Niles Administration Building by Chairman Alpogianis.

**II. Approval of Minutes**

Tom Parala made a motion to approve the minutes of February 21, 2019, seconded by Kelly Mickle. On voice vote all approved.

**III. New Business**

a. Dental Days

Family Services Director Tony Hollenback provided an overview of the Dental Days Program. The contract was recommended to the Village Board for final approval.

b. Department Updates (reports attached, provided by Department Head)

- i. Fitness Center
- ii. Family Services
- iii. Senior Center
- iv. Teen Center

**IV. Open Discussion/Public Comment**

None

**V. Adjournment**

On voice vote, the meeting was adjourned at 10:05 a.m.

## **Fitness Center Report-March, 2019**

- Memberships are at 2524 as of March 1 and on their way up.
- Attended Niles Chamber Morning Network event at the library March. 19.
- Will be converting the pool liquid chlorine system to tablets to save money.
- Completed the 6 workshops in the IPRA Leadership Academy and graduated.
- Created an employee fitness spinning challenge for Go365 points.
- Emergency replacement of RTU 3 at fitness.
- Received board approval for the Cycling Classic agreement.
- Entered 3<sup>rd</sup> quarter performance measures.
- Attended the budget presentation on March 14.
- Member Appreciation Day on Saturday April 6 from 11am-1:30pm celebrating 20 years of fitness.

Senior Center- March 19, 2019

Membership – 922

Budget

Did not receive Ready, Set, Bank National Council on Aging grant sponsored by Capitol One

Block Party Planning Committee- Saturday, September 7- Completing application to get approval to use Culver parking lot. Will again partner with Jan Schakowsky's office to coordinate Helping Hands Resource Fair

NSC is hosting the Niles Candidate Forum Wednesday, March 20<sup>th</sup>

Musical Memories – Currently marketing the program. Sessions begin Thursday, April 4

Proposed partnership with LPi to publish and print the bi-monthly program guide

## Teen Center Report

### Membership/Attendance

- o Member visits- 360 for February
- o Average daily attendance- 23 for February
- o Current active members- 92 teens
- o # of new memberships- 3 for February
- o Guest visits- 62 for February

### Facility and Equipment Updates/ Replacement

- None

### Staffing/Training

- Mark completed the new review process for PT staff.
- Request for market pay rate adjustment for PT staff was approved by Village board.

### Community Partnerships/Support/ Volunteers

- Social Studies Department Chair from Maine East HS made a presentation to the department heads to discuss the possibility of holding a “Clinical Government” summer school class at Village Hall in June. At the recommendation of the Village Manager, we will hold off until June 2020 to begin this partnership.
- Beginning partnership with Formula Fitness Center (Park Ridge) to share open positions for teen-agers seeking employment

### Continuing programs

- Spring newsletter and program calendars are in the process of being finalized and sent out to the printer
- 3/1- 10 teens attended “In-House” Movie night- Night School
- 3/5- 10 volunteer hours by Maine South senior as required for graduation
- 3/14- speaker series- 28 teens attended for the Magic of Gary Kantor
- Programs with NFS Interns are winding down

### In Progress

- Continuing Programs/ activities for the Winter include ...
  - o Bring a Friend Fridays- On a selected Friday each month, if a current member brings a friend as a guest, both teens will receive a free soda and bag of chips. If the guest, purchases a membership, the current member and new member will receive a \$5 gift certificate for a local store (like Subway or Gloria Jeans Coffee) or \$10 to Kappy’s restaurant
  - o Open at 11:45 for D63 early dismissal days- about one per month
  - o Open at 1:00 pm for Maine East HS Finals in December & May
  - o NFS interns to provide an activity 1x per week began in January (rotating Tuesdays & Thursdays) through March
  - o Monthly movie night (AMC theater or in-house)
  - o Monthly speaker series to include “Get a Job?” by Laura Cook from Maine 207 and Drum Circle program.
  - o Monthly recreational trips coordinated with the Park Ridge Park District- Windy City Ninjas and Escape Room for March (Spring Break), K1 Speed Go-Kart racing and Laser Quest
  - o 3rd Annual Late Night Party scheduled for Saturday, June 8 from 6:00-10:00 pm
- 2019 Performance Goals- preliminary
  - Continue replacement of dated or damaged equipment/furniture- focusing on large television in TV room and 2 tables in computer lab used for homework/crafts.
  - Create new online store for purchasing shirts and other promotional items with the Teen Center logo

- Implement new release of MaxGalaxy 2.0- not expected until mid-2020
- Attempt to increase membership/daily attendance by marketing to students at Maine East High School
- Attempt to increase membership/daily attendance by including new 6th graders at Gemini Jr. High
- Increase use of Snapchat and Instagram to better connect with teens
- Continue performance management measures
- Continue collaboration with NFS for social work interns at the teen center

## **Niles Family Services Updates**

1. Update of Departmental FY 2019 Goals
  - a. Partnership with School District 63- approved by school board. Will be included in the April Village Board meeting for review/approval
  - b. Community Outreach- “Dental Days” comes to Niles! Coordinating with Kelly and securing the approvals from Village Administration to host a 2 day clinic on-site in September
2. Donor Relations/Holiday Outreach
  - a. \$2,000 donation from Golf Mill Ford- will be used for Financial Wellness Program
  - b. “Niles Cares” – working on “next steps” in invite interested residents in participating
3. Budget Update
  - a. Approved for an additional \$25,000 for part time staff
  - b. Will coordinate the allocation of part time staff with Darren Brown for FY2020