



**SCOTT COUNTY CONSERVATION BOARD MEETING  
WEST LAKE PARK ADMINISTRATION OFFICE**

October 13, 2021

**Board Members Present:**

John O'Donnell  
Beth McAleer  
Carol Fennelly  
Richard Mohr

**Board Members Absent:**

Doug Grenier

**Others Present:**

Roger A. Kean, Director  
Amber Sullivan, Senior Administrative Assistant

The meeting was called to order at 3:00 p.m.

**MINUTES:** The minutes of the September 8, 2021 meeting were reviewed for additions and/or corrections.

**MOTION:**

A motion was made by Mr. Mohr to approve the minutes from the September meeting as presented, seconded by Ms. Fennelly, all in favor and passed.

**FINANCIAL REPORT:** Reviewed and discussed for the month of September.

**MOTION:**

A motion was made by Ms. McAleer to approve the Financial Report from September as presented, seconded by Ms. Fennelly, all in favor and passed.

**PUBLIC COMMENT:**

Mr. Kean discussed a phone call he took from a Bettendorf resident regarding her desire to see broadband WiFi access in the Parks. The current DSL service offered in select camping areas can at times be unreliable or slower than desired. Roger has

assured this resident that he will look into any new options for High Speed service, and explore the feasibility and affordability of adding such an amenity.

**CORRESPONDENCE:**

None

**BUSINESS:**

***Acceptance of Golf Equipment Mechanic Chris Berry's Retirement, effective February 12, 2022:***

The Board was presented a letter from Chris Berry informing the Board of his plans to retire on February 12, 2022.

**MOTION:**

A motion was made by Mr. Mohr to accept Chris Berry's retirement, thanking him for his service, seconded by Ms. McAleer, all in favor and passed.

***Approval to begin the recruitment process for a Golf Equipment Mechanic:***

Staff requested authorization to begin the recruitment process for a new Golf Equipment Mechanic.

**MOTION:**

A motion was made by Mr. Mohr to authorize staff to begin the recruitment process for a Golf Equipment Mechanic, seconded by Ms. McAleer, all in favor and passed.

***Acceptance of Golf Pro Manager John Valliere's Retirement, effective April 15, 2022:***

The Board was presented a letter from John Valliere informing the Board of his plans to retire on April 15, 2022 after 30 years of service at Glynns Creek Golf Course. Mr. Kean expressed how much he has appreciated John's professional leadership, dedication and hard work. He also stressed how important it is that the recruitment and overfill of the Golf Pro Manager position begin as quickly as possible to take advantage of John's expertise and knowledge, and to address the merchandising ownership aspects of the clubhouse.

**MOTION:**

A motion was made by Ms. McAleer to accept John Valliere's retirement, thanking him for his exceptional service and dedication, seconded by Ms. Fennelly, all in favor and passed.

***Approval to begin the recruitment process for a Golf Pro Manager:***

Staff requested authorization to begin the recruitment process for a new Golf Pro Manager

**MOTION:**

A motion was made by Mr. Mohr to authorize staff to begin the recruitment process for a Golf Pro Manager, seconded by Ms. Fennelly, all in favor and passed.

***Approval of FY21 End-of-Year Transfer:***

Mr. Kean presented a summary of fund transfers which occur between the annual appropriated budget and the Capital Reserve, Equipment Reserve, and Golf funds as needed. In addition, the Conservation Board is authorized to retain excess revenues from service fees over an established amount (\$1,101,528.00) to fund future Conservation projects. These excess amounts are transferred annually to a reserve fund for Capital Projects and the Golf fund as needed. The proposed FY21 amount to be transferred to the Conservation Capital Fund is \$167,948.69.

**MOTION:**

A motion was made by Ms. McAleer to approve the FY21 EOY Transfer report as presented, seconded by Ms. Fennelly, all in favor and passed.

***Golf Report:***

The Board reviewed and discussed the golf reports.

**MOTION:**

A motion was made by Mr. Mohr to approve the Golf Reports as presented, seconded by Ms. McAleer, all in favor and passed.

***Deputy Director Recruitment Update:***

Mr. Kean updated the Board on the status of the recruitment process for the Deputy Director position. Interviews were initially made for five applicants, with two of them moving on to subsequent "tours". At this time, verbal confirmation of acceptance has been made by the selected candidate. The candidate's name will be released once they have been able to formally notify their current employer.

***Staff Report:***

Summary of monthly highlights from each department.

The next Board meeting is scheduled for 3:00pm on Wednesday, November 10, 2021.

**MOTION:**

A motion was made by Mr. Mohr to adjourn, seconded by Ms. Fennelly, all in favor and passed.

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Chairman

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Secretary/Treasurer