



MINUTES OF AUGUST 10, 2023 MONTHLY BOARD MEETING

Commissioner Saunderson called the meeting to order at 6:57 p.m.

Upon roll call the following commissioners were present: Commissioners Menard, Micheli, Tovey, Berntsen, and Saunderson.

Staff Present: Executive Director Hixenbaugh and Superintendent of Parks Roger Behling.

Staff via Zoom: Superintendent of Business and Communication Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly

APPROVAL OF AGENDA

Commissioner Tovey made a motion to approve the Agenda for August 10, 2023; seconded by Commissioner Micheli.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

Corporate Counsel Andrew Paine and Don Shaw, Lauterbach and Amen

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

There were no comments from the board at this time and no public present.

PRESENTATION OF THE FISCAL YEAR 2022-2023 AUDIT

Don Shaw from Lauterbach & Amen highlighted aspects of the independent Audit and the Comprehensive Financial Report performed by Lauterbach & Amen and answered questions from the Commissioners.

APPROVAL OF REGULAR MEETING MINUTES – July 13, 2023

Commissioner Berntsen made a motion to approve the regular meeting minutes of July 13, 2023; seconded by Commissioner Tovey. Upon discussion, Commissioner Berntsen made a second motion to table the approval of the regular meeting minutes of July 13, 2023; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

AYES:5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

APPROVAL OF EXECUTIVE SESSION MEETING MINUTES – July 13, 2023

Commissioner Berntsen made a motion to approve the Executive Session meeting minutes of July 13, 2023; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

MONTHLY FINANCIAL REPORT – July 2023

Commissioner Berntsen made a motion to accept the July 2023 Financial Report; seconded by Commissioner Tovey.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List July 2023

Commissioner Berntsen made a motion to approve the Disbursements of July 2023; seconded by Commissioner Menard.

Highlighted for the board: NEDSRA and Glenbriar project environmental payments.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- Glenbriar III update.
- OSLAD updated design.
- Golf Classic.
- Legal documents update.

b.) Business and Communications Report

- Polar Express marketing.
- Tax distribution research.
- End of summer/fall human resources.
- Report of two-year program revenue comparison.

c.) Recreation Report

- All camps are finished.
- Aquatics open on weekends only.
- Family Fun Fest was successful.
- Preschool and Rec Kids preparation.

d.) Parks and Facilities Report

- County aquatics inspection.
- HVAC inspection.

- Storm damage.
- Hoffman Park/Butterfield School maintenance.

At 8:05p.m. staff were excused from the remainder of the meeting.

UNFINISHED BUSINESS

- a.) Commissioner Menard made a motion to approve Ordinance 23-8-1: An Ordinance Adopting Rules for Public Comment; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

- b.) Commissioner Berntsen made a motion to approve the Hours of Operation – Tennis/Pickleball Courts at Glenbriar Park; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

- c.) Discussion of Park Security: Power Point presentation given by Commissioner Menard regarding the possibility of adding park police.
- d.) Discussion of Surveillance Cameras: It was stated that the quality of our cameras needs to be improved.
- e.) Discussion of Ordinance Regulating the Meeting Rules of Order for Butterfield Park District was tabled.
- f.) Discussion of Ordinance Regulating the Issuance of Access Control to the Butterfield Park District was tabled.
- g.) Discussion of Ordinance Regulating the Issuance of Identification to the Commissioners of Butterfield Park District was tabled.
- h.) Discussion of Ordinance Regulating the Use of Property Owned and Controlled by the Butterfield Park District was tabled.

NEW BUSINESS

- a.) Commissioner Berntsen made a motion to approve the Fiscal Year 2022-2023 Audit; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

- b.) Approval of the Post Issuance Compliance Report was tabled.
- c.) Presentation of Glenbriar Park Playhouse Proposal: Commissioner Micheli presented a concept for future installation at Glenbriar Park. The estimated cost is \$30,000.

At 8:50p.m. Commissioner Berntsen made a motion to enter into Executive Session for the purposes of discussing issues related to the purchase or lease of real property for the use of the park district pursuant to section 5ILCS 120/2 (c) (5) of the Open Meetings Act; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

At 9:03p.m. Commissioner Berntsen made a motion to resume the regular board meeting; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

ACTION TO BE TAKEN FROM CLOSED MEETING

None.

MOTION TO ADJOURN

At 9:04 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Tovey.

Upon a voice vote, the motion passed:

AYES: 5 (Commissioners Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____