



MINUTES OF JANUARY 11, 2024 MONTHLY BOARD MEETING

Commissioner Saunderson called the meeting to order at 6:30 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 Behling.

Staff Via Zoom: Superintendent of Business and Communication Murphy, Superintendent of Recreation Popek and Administrative Coordinator Oona Kelly.

Commissioner Berntsen made a motion to approve Commissioner Menard's virtual attendance due to employment purposes; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF AGENDA

Commissioner Berntsen made a motion to approve the Agenda for January 11, 2024; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

None.

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no introductions at this time.

APPROVAL OF REGULAR MEETING MINUTES – December 14, 2023

Commissioner Menard made a motion to approve the Board meeting minutes of December 14, 2023; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – December 2023

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

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List December 2023

Commissioner Tovey made a motion to approve the Disbursements of December 2023; seconded by Commissioner Berntsen.

Highlighted for the Board: Bond payment and bond counsel expense, reimbursable land topo survey expense, and UpLand Design payment.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

DIRECTOR’S AND OPERATIONS REPORT

a.) Director’s Report

- Glenbriar expenditures
- OSLAD bid notices published.
- DCEO reimbursement pending.
- Tax Levy and Abatement Ordinance filed.
- Additional project financial tracking sheets for the next meeting.

b.) Business and Communications Report

- Winter/spring marketing is complete.
- Outline of 2024 marketing initiatives including Nextdoor.
- Financial updates including tax disbursements.
- Marketing timeline for upcoming election initiative will include a Special Meeting.

c.) Recreation Report

- Summer hiring and interviews.
- Preparation for VIP and Breakfast with the Bunny.
- Winter classes are beginning.
- Winter Break Camp

d.) Parks and Facilities Report

- Pool repairs and updates.
- Door revisions.
- Gym floor refinished.
- GSA surplus program purchases.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District was tabled.

- b.) Discussion of Park Security was tabled.
- c.) Discussion of Surveillance Cameras was tabled.
- d.) Discussion of an Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District was tabled.

NEW BUSINESS

None.

MOTION TO ADJOURN

At 7:38 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Micheli.

Upon a roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____