



MINUTES OF DECEMBER 10, 2020 MONTHLY BOARD MEETING

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for December 10, 2020 took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Michael Hixenbaugh, Executive Director, at mhixenbaugh@butterfieldpd.com to arrange to monitor or participate in the meeting.

The agenda for the meeting was posted as required by State statutes.

This action has been taken in compliance with the Governor's Disaster Proclamation of March 9, 2020 suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.

Commissioner Montgomery called the meeting to order at 6:35 p.m.

Upon roll call the following Commissioners were present: Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery.

Staff Present: Executive Director Hixenbaugh, Director Reiner, Superintendent of Business and Communication Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Saunderson made a motion to approve the Agenda for December 10, 2020; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

Michael Kryger, former commissioner.

APPROVAL OF REGULAR MEETING MINUTES – November 12, 2020

Commissioner Saunderson made a motion to approve the Board meeting minutes of November 12, 2020; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT AND COMMISSIONERS' COMMENTS

Commissioner Montgomery offered best wishes to all for a happy and healthy holiday season. He also mentioned a recent post on the Butterfield East Facebook page wherein a new family solicited recommendations for preschools in the area. He was very happy to see that multiple parents recommended the district's preschool program. All comments were extremely complimentary.

Commissioner Saunderson departed the meeting at 6:38 p.m. due to a scheduling conflict.

MONTHLY FINANCIAL REPORT – November 2020

Commissioner Piotrowski made a motion to accept the November 2020 Financial Report; seconded by Commissioner Tovey.

Executive Director Hixenbaugh noted that the clarification regarding the project payout accounts from last month's report had been completed.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List – November 2020

Commissioner Berntsen made a motion to approve the Disbursements of November 2020; seconded by Commissioner Piotrowski.

Executive Director Hixenbaugh explained that the facility rent for Camp Connection is being shared equally by the Park District, District 44, and District 89.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration Report

- Executive Director Hixenbaugh explained that his focus over the next few months will be working with the Recreation Department on revenue producing programs for the spring, especially outdoor programming.
- The application for the DuPage County COVID-19 relief fund has been approved and a check should be forthcoming.
- Commissioner Montgomery expressed interest in being involved in programming the new property, including involving the local high schools' musical groups. Executive Director Hixenbaugh committed to including Commissioner Montgomery in the planning.

b.) Business and Communications Report

- IMRF rate increased by a small amount.
- Bond Series 2010 has been fully redeemed and will not be reported on any longer.
- One full-time staff member has been hired in December, Ken Jursa, in the parks department.

c). **Recreation Report**

- A new event, Santa's Window Wonderland, is being planned to replace Winter Wonderland and Breakfast and Santa which were canceled due to Tier 3 mitigations.
- Camp Connection remote learning continues to go well at Christ Church.
- 1-2-1 Fun class with Mr. Lucas has been extremely popular with most of the class times already reserved.

d). **Capital Development/Special Projects Report**

- OSLAD grant projects continue to be prioritized to meet the deadline.
- Fence work will be completed following adjustments to the gates.
- Legislative initiative grant projects are progressing slowly.
- The memorial tree project in the Serenity Garden at Kensington has been completed, and the family is very happy with the result.

UNFINISHED BUSINESS

There was no Unfinished Business to be discussed at this time.

NEW BUSINESS

- a). Commissioner Piotrowski made a motion to approve Ordinance 20-12-1, an Ordinance Levying and Assessing the Taxes for Butterfield Park District, DuPage County, Illinois for the Fiscal Year beginning May 1, 2021 and ending April 30, 2022; seconded by Commissioner Berntsen.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

- b). Commissioner Piotrowski made a motion to appoint Director Hixenbaugh as NEDSRA Trustee/Representative and Anne Popek as NEDSRA Alternate Trustee/Representative; seconded by Commissioner Tovey.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

MOTION TO ADJOURN

At 7:06 p.m. Commissioner Tovey moved to adjourn; seconded by Commissioner Berntsen.

Upon a voice vote, the motion passed:

AYES: 4 (Commissioners Tovey, Berntsen, Piotrowski, and Montgomery)

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____