



**MINUTES OF MARCH 11, 2021
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for March 11, 2021 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 6:30 p.m.

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

(Commissioner Saunderson 6:33 p.m.)

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

APPROVAL OF AGENDA

Commissioner Piotrowski made a motion to approve the Agenda for March 11, 2021; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Berntsen mentioned that there is interest and excitement in the community regarding the opportunity to rent The Pavilion at The Glen.

INTRODUCTIONS OF GUESTS AND STAFF

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

COMMITTEE OF THE WHOLE – BUDGET PRESENTATION and DISCUSSION FY 2021-2022

Executive Director Hixenbaugh presented a detailed overview of the preliminary 2021-2022 budget including general and special funds.

Executive Director Hixenbaugh and Director Reiner answered questions from the Board Members and discussions took place regarding specific areas of interest or concern.

APPROVAL OF REGULAR MEETING MINUTES – February 11, 2021

Commissioner Saunderson made a motion to approve the Board meeting minutes of February 11, 2021; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – February 2021

Commissioner Saunderson made a motion to accept the February 2021 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 Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List (February 2021)

Commissioner Saunderson made a motion to approve the Disbursements of February 2021; seconded by Commissioner Tovey.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

CONSTRUCTION PAYOUT#4

Commissioner Piotrowski made a motion to approve the Construction Payout #4 as presented; seconded by Commissioner Saunderson.

There was no further discussion on this item at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- Director Hixenbaugh expressed his appreciation to staff for all of the effort put into preparing the budget documents.
- Programming continues to be developed to utilize The Glen.
- The aquatics plan will be presented in detail at the next meeting.
- All districts are working together to develop a plan to offer swim team this summer. At this time, the details are to be determined.

b.) Capital Development/Special Projects Report

- Spring/summer park preparation is underway.

- Mowing contract has been secured.
- Pool preparation has begun.
- A new electrical contract is under negotiation.

c.) **Business and Communications Report**

- Staff members are completing the required sexual harassment training for PDRMA.
- Summer hiring continues in earnest.

d.) **Recreation Report**

- Daddy Daughter Date Night was very successful with 48 participants.
- Butterfield Bunny Egg Hunt is scheduled for March 27.
- Camp Connection is running smoothly.
- Athletic programs are starting to fill up and there is a lot of interest in summer camp.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve the Preliminary Budget for Fiscal Year 2021-2022; seconded by Commissioner Piotrowski.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Piotrowski made a motion to approve Resolution #21-3-1 “A Resolution Adopting and Authorizing the Filing of a Tentative Annual Budget and Appropriation Ordinance for the Fiscal Year 2021-2022;” seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MOTION TO ADJOURN

At 8:15 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____