



**MINUTES OF NOVEMBER 12, 2020
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for November 12, 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 6:31 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 Recreation Anne Popek, and Administrative Coordinator Oona Kelly.

APPROVAL OF AGENDA

Commissioner Saunderson made a motion to approve the Agenda for November 12, 2020; seconded by Commissioner Piotrowski.

There was no discussion at this time.

Upon voice vote, the motion passed unanimously:

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

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

Michael Kryger – Butterfield Preservation Foundation Board Member

PUBLIC COMMENTS

There were no public comments at this time.

APPROVAL OF REGULAR MEETING MINUTES – October 8, 2020

Commissioner Saunderson made a motion to approve the Board meeting minutes of October 8, 2020; seconded by Commissioner Piotrowski.

Upon voice vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – October 2020

Commissioner Saunderson made a motion to accept the October 2020 Financial Report; seconded by Commissioner Tovey.

A brief discussion ensued regarding the classification of the loan funds. The issue will be clarified at the next meeting.

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 – October 2020

Commissioner Saunderson made a motion to approve the Disbursements of October 2020; seconded by Commissioner Piotrowski.

Executive Director Hixenbaugh explained that the rent paid to Christ Church is being shared with District 44 for remote learning.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF CONSTRUCTION PAYOUT #1

Commissioner Saunderson made a motion to approve the Construction Payout #1; seconded by Commissioner Piotrowski.

Director Reiner explained that the payout process will be complicated due to multiple accounts/grants, but that the itemized payouts will be verified by UpLand Design prior to payment.

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 Administration Report

- DuPage County CARES grant application is complete and has been submitted. The district's submittal exceeded the amount allocated as a cushion in the event that some expenses are denied.
- Color coating of the tennis courts has been postponed until the spring.
- Despite the effects of COVID-19, the district has had over 2200 registration over the summer and fall months.

b.) Business and Communications Report

- There will be a 2-3% increase in health insurance costs.
- There was 1 full-time staff hired – M. Hixenbaugh.

c.) Recreation Reports

- The Trunk or Treat event was very well-received and participants generously supported the Christ Church food pantry.
- Preschool class names will be changed for the upcoming year. New names will be Owls, Bluebirds, and Sparrows.

- Camp Connection remote learning continues to run smoothly.
- Preschool's Holidays Around the World event will be scaled back to individual class celebrations.
- In-house tennis programs are being planned for the spring.

d.) Capital Development/Special Projects Report

- OSLAD grant projects will be prioritized due to time constraints.
- Legislative work continues but is difficult given COVID constraints. The Veto Session has been postponed.
- Cement will be poured in the next couple of days including the sidewalk connecting the District offices to the new development.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Piotrowski made a motion to accept the Official Offer for the purchase on Taxable General Obligation Limited Tax Park Bonds, Series 2020B (The "Bonds") of the Butterfield Park District as proposed by West Suburban Bank, Downers Grove, Illinois; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None.

- b.) Commissioner Berntsen read aloud the Bond Ordinance #20-11-1 summary and Commissioner Saunderson made a motion to approve Ordinance #20-11-1 as presented; seconded by Commissioner Piotrowski.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- c.) Commissioner Tovey made a motion to appoint Commissioner Berntsen as IAPD Delegate and Commissioner Piotrowski as first alternate; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- d.) Commissioner Piotrowski made a motion to approve the Truth in Taxation Resolution #20-11-1 as presented; seconded by Commissioner Saunderson.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- e.) Commissioner Saunderson made a motion to approve Resolution #20-11-2 regarding the destruction of closed session audio recordings as presented; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

f.) Commissioner Saunderson made a motion to approve Resolution #20-11-3 as amended to reflect the correction of a scrivener's error in the title; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

g.) Commissioner Saunderson made a motion to approve Ordinance #20-11-2 regarding the disposition of surplus personal property as presented; seconded by Commissioner Berntsen.

Director Reiner explained that the item in question is a mower that the district has not used in over two years.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MOTION TO ADJOURN

At 7:28 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Piotrowski.

Upon roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____