



**MINUTES OF OCTOBER 8, 2020
MONTHLY BOARD MEETING**

Due to the COVID 19 Coronavirus related issues, the Butterfield Park District’s Regular Board Meeting scheduled for October 8, 2020 took place in a Zoom Virtual Meeting platform. A notice was posted for the public to contact Mr. Larry Montgomery, President of the Board, at larry.montgomery@gmail.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 6:39 p.m.

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

Staff Present: Executive Director Hixenbaugh, Director of Capital Development and Special Projects Reiner, Superintendent of Business and Communications 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 October 8, 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

INTRODUCTIONS OF GUESTS AND STAFF

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

APPROVAL OF REGULAR MEETING MINUTES – September 17, 2020

Commissioner Saunderson made a motion to approve the Board meeting minutes of September 17, 2020; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

AYES: 5 (Commissioners Tovey, Saunderson, Berntsen, Piotrowski, and Montgomery)
NAYS: None

COMMENTS AND COMMUNICATIONS

There were no comments and communications at this time.

TOPICS FROM THE FLOOR

There were no topics from the floor at this time.

MONTHLY FINANCIAL REPORT – September 2020

Commissioner Saunderson made a motion to accept the Financial Report; seconded by Commissioner Piotrowski.

The six-month review of budget projections will be reviewed at the November 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 September 2020

Commissioner Saunderson made a motion to approve the Disbursements of September 2020; seconded by Commissioner Berntsen.

Director Reiner detailed some additional landscaping expenses that the district incurred.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

PRESIDENT AND COMMISSIONERS' COMMENTS

Commissioners welcomed Michael Hixenbaugh as the new Executive Director.

COMMITTEE REPORTS

There were no Committee Reports at this time.

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration Report

- The OSLAD grant portion of the project will be prioritized due to funding and time constraints.
- Budget preparation is moving forward.
- The Foundation's mum and pumpkin fundraiser is going very well.
- The Golf Classic was very successful despite the weather.
- Winter equipment preparation is beginning.
- During the transitional period, Director Reiner's new title will be Director of Capital Development and Special Projects.
- IPRA conference will be virtual this year.

b). Business and Communications Report

- PDRMA will no longer be offering the 3000 PPO, but a 2000 PPO is available.
- Work continues with the attorneys to minimize the impact of tax objections.
- Budget preparation is underway.

c). Recreation Reports

- Autumn Harvest was well attended with 12 families.
- Preschool is up and running smoothly with the children enjoying fall celebrations this week.
- Camp Connection continues to serve Districts 44 and 89 remote learning programs. Hybrid schedules are getting underway in both districts.
- Athletic programs continue to be well-attended.
- Planning is underway for Winter Wonderland as a replacement for this year's Polar Express event.

UNFINISHED BUSINESS

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

NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve the Year End Treasurer's Report as presented; seconded by Commissioner Piotrowski.

Director Reiner explained that this is an annual statutory requirement for transparency and is filed with the state.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Saunderson made a motion to approve the Bond and Budget Timeline 2021-2022 as presented; seconded by Commissioner Berntsen.

There was no further discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- c.) Commissioner Saunderson made a motion to approve Ordinance #20-10-1, "AN ORDINANCE authorizing and providing for an Installment Purchase Agreement for the purpose of financing various projects at Glen Briar Park, in and for the District, and for the issue of a \$650,000 Debt Certificate, Series 2020A, of the District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of the Certificate, and authorizing the sale of the Certificate to Wheaton Bank & Trust Company, N.A.;" seconded by Commissioner Tovey.

Director Reiner explained that the funds would be deposited in an interest-bearing account and only drawn upon as necessary.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

d.) Commissioner Saunderson made a motion to approve Resolution #20-10-1, DuPage CARES Act Resolution and IGA Adoption as presented; seconded by Commissioner Berntsen.

Director Reiner explained that although the IGA was approved at the September meeting, approval of the resolution will expedite the process should more funds become available in the future.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MOTION TO ADJOURN

At 7:29 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Berntsen.

Upon a voice vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____