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**MINUTES OF SEPTEMBER 17, 2020  
MONTHLY BOARD MEETING**

**Due to the COVID 19 Coronavirus related issues, the Butterfield Park District’s Regular Board Meeting scheduled for September 17, 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](mailto: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 6:34 p.m.

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

Staff Present: Executive Director Reiner, Superintendent of Business and Communications Connie Murphy, and Administrative Coordinator Oona Kelly.

**APPROVAL OF AGENDA**

Commissioner Saunderson made a motion to approve the amended Agenda for September 17, 2020; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

**INTRODUCTIONS OF GUESTS AND STAFF**

Ron Amen – Lauterbach & Amen, Michael Hixenbaugh, incoming Executive Director, and Michael Kryger (6:59 p.m.), Butterfield Preservation Foundation Board Member.

**SPECIAL PRESENTATION – COMPREHENSIVE AUDIT REVIEW**

Mr. Ron Amen from Lauterbach & Amen highlighted several aspects of the independent Audit and our Comprehensive Financial Report performed by Lauterbach & Amen and answered questions from the Commissioners.

## APPROVAL OF REGULAR MEETING MINUTES – August 13, 2020

Commissioner Saunderson made a motion to approve the Board meeting minutes of August 13, 2020; seconded by Commissioner Berntsen.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

## COMMENTS AND COMMUNICATIONS

Director Reiner informed the board that communication continues with the school districts as possible changes may take effect regarding the return to in person learning for the local schools.

Mr. Kryger commented that the golf outing was enjoyed by everyone and provided the timeline for the Foundation's upcoming mum and pumpkin fundraising efforts.

## TOPICS FROM THE FLOOR

There were no topics from the floor at this time.

## MONTHLY FINANCIAL REPORT – August 2020

Commissioner Saunderson made a motion to accept the Financial Report of August 2020; seconded by Commissioner Berntsen.

Director Reiner explained that due to the impact of Covid 19, Recreation revenue is down significantly, but the district continues to hold its own financially.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

## APPROVAL OF DISBURSEMENTS–Approval of Claims List – August 2020

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

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

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

## PRESIDENT AND COMMISSIONERS' COMMENTS

President Montgomery thanked Director Reiner and Connie Murphy on another excellent audit. He also took a moment to thank Director Reiner for his diligence, hard work, dedication, and friendship during his tenure with the district.

## COMMITTEE REPORTS

There were no Committee Reports at this time.

## DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Administration Report

- The property tax issue has been resolved and funds have been reimbursed.
- The construction project is progressing nicely.
- David Freeman continues to research the development of a developer donation ordinance.
- Wintrust loan agreement is on the agenda. The district will only use funds if necessary.

b.) Business and Communications Report

- Superintendent Murphy experienced technical difficulties with audio capabilities and was unable to present her report. There were no questions from the board.

c.) Recreation Reports

- Superintendent Popek was attending another meeting and was not present. There were no questions from the board.

## UNFINISHED BUSINESS

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

## NEW BUSINESS

- a.) Commissioner Saunderson made a motion to approve the Comprehensive Financial Review/Audit 2019-2020 as presented; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Saunderson made a motion to authorize Director Reiner to pursue the Wintrust Loan Agreement with the ordinance on the October meeting agenda; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- c.) Commissioner Saunderson made a motion to approve the bank signature resolutions with the addition of Michael Hixenbaugh; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- d.) Commissioner Saunderson made a motion to approve the DuPage County IGA for CARES funding reimbursement as presented; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

**MOTION TO ADJOURN**

At 7:33 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Berntsen.

Upon a roll call vote, the motion passed:

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

NAYS: None

PRESIDENT \_\_\_\_\_

BOARD SECRETARY \_\_\_\_\_