



---

**MINUTES OF FEBRUARY 9, 2023  
MONTHLY BOARD MEETING**

**Due to the COVID 19 Coronavirus related issues, the Butterfield Park District's Regular Board Meeting scheduled for February 9, 2023, 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](mailto: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 P.A. 101-0640 and the Governor's Disaster Proclamation of February 3, 2023, suspending the physical presence requirement under the Open Meetings Act and to limit the size of all public gatherings in Illinois.**

Commissioner Piotrowski called the meeting to order at 6:31 p.m.

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

Staff Present: Executive Director Hixenbaugh, Superintendent of Recreation Anne Popek, Superintendent of Parks and Facilities Roger Behling, and Administrative Coordinator Oona Kelly.

### APPROVAL OF AGENDA

Commissioner Saunderson made a motion to approve the Agenda for February 9, 2023; seconded by Commissioner Micheli.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

### PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

President Piotrowski explained that starting in May meetings would return to in person/hybrid and that a write in candidate has surfaced for the upcoming election.

### INTRODUCTIONS OF GUESTS AND STAFF

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

### APPROVAL OF REGULAR MEETING MINUTES – January 12, 2023

Commissioner Saunderson made a motion to approve the Board meeting minutes of January 12, 2023; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

### MONTHLY FINANCIAL REPORT – January 2023

Commissioner Saunderson made a motion to accept the January 2023 Financial Report; seconded by Commissioner Tovey.

Highlighted for the board: \$200,000 OSLAD funds have been received and the Wintrust debt certificate has been closed out.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

### APPROVAL OF DISBURSEMENTS–Approval of Claims List January 2023

Commissioner Saunderson made a motion to approve the Disbursements of January 2023; seconded by Commissioner Tovey.

Highlighted for the Board: MFA cost will be partially reimbursed by PDRMA.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

### DIRECTOR’S AND OPERATIONS REPORT

#### a.) Director’s Report

- Community engagement focus groups are scheduled.
- Updates on Glenbriar III schedule pending.
- IAPD Annual Meeting included some beneficial sessions.
- Preliminary aquatics budget.

#### b.) Recreation Report

- Daddy Daughter event was sold out. Planning continues for Breakfast with the Bunny event.
- Preschool and Rec Kids running smoothly.
- Summer hiring and planning continues.

#### c.) Parks and Facilities Report

- Pool pump repair continues.
- Safety trainings.
- Snow plan in place.
- Montgomery Park signage has arrived.
- Fertilizer/grass donation.

### UNFINISHED BUSINESS

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

NEW BUSINESS

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

MOTION TO ADJOURN

At 7:04 p.m. Commissioner Saunderson moved to adjourn; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed:

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

NAYS: None

PRESIDENT \_\_\_\_\_

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