



**MINUTES OF JULY 13, 2023
MONTHLY BOARD MEETING**

Commissioner Saunderson called the meeting to order at 6:32 p.m.

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

Staff Present: Executive Director Hixenbaugh and Superintendent of Parks Roger Behling.

Staff via Zoom: Superintendent of Business and Communication Connie Murphy, Superintendent of Recreation Anne Popek, and Administrative Coordinator Oona Kelly

APPROVAL OF AGENDA

Commissioner Menard made a motion to approve the Agenda for July 13, 2023; seconded by Commissioner Tovey.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

Liz Defoe from Upland Design, Colleen Piraino and Monica and Dean Borgens

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Colleen Piraino read a statement aloud on behalf of the Board of Directors of the Butterfield Club Townhome Association.

GLENBRIAR III PROJECT UPDATE

Liz Defoe from Upland Design presented an update on the Glenbriar III project including schedule, fencing, landscaping, and OSLAD amenities. Board questions were addressed.

APPROVAL OF SPECIAL MEETING MINUTES – May 27, 2023

Commissioner Berntsen made a motion to approve the special meeting minutes of May 27, 2023; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF REGULAR MEETING MINUTES – June 8, 2023

Commissioner Berntsen made a motion to approve the regular meeting minutes of June 8, 2023; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF EXECUTIVE SESSION MEETING MINUTES – June 8, 2023

Commissioner Berntsen made a motion to approve the Executive Session meeting minutes of June 8, 2023; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – June 2023

Commissioner Menard made a motion to accept the June 2023 Financial Report; seconded by Commissioner Berntsen.

There was no further discussion on the report at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List June 2023

Commissioner Berntsen made a motion to approve the Disbursements of June 2023; 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 Menard, Micheli, Tovey, Saunderson, and Berntsen)

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

a.) Director's Report

- DCEO reimbursement.
- Foundation fundraisers upcoming.
- Debt certificate closed.

b.) Business and Communications Report

- New parks seasonal staff member was a preschool student.
- Marketing materials and distribution including new outdoor signage.
- 9-hole golf tour offering.
- Report of two year program revenue comparison.

c.) Recreation Report

- All camps are underway and running smoothly.
- Aquatics programming is being well received.
- Family Fun Fest and Concert in the Park.

d.) Parks and Facilities Report

- Pools are up and running.
- Park repairs including flag poles, picnic tables, benches, and ballfield.
- Wibit has been repaired and will debut at Family Fun Fest.
- PDRMA inspection went well with minor suggestions only.

At 7:45 p.m. Commissioner Menard moved to enter closed session for the purpose of discussing issues related to the purchase or lease of real property for the use of the park district and for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in park, recreational, or educational setting or specific volunteers of the public body or legal counsel for the public body pursuant to section 5ILCS 120/2 (c) (1) & (5) of the Open Meetings Act; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 8:31 p.m. Commissioner Saunderson moved to resume the regularly scheduled meeting; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

UNFINISHED BUSINESS

- a.) Commissioner Saunderson made a motion to appoint Andrew Paine/Tressler as Corporate Counsel; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

NEW BUSINESS

- a.) Commissioner Menard made a motion to table the Approval of Ordinance 23-7-01 Regulating the Meeting Rules of Order of the Butterfield Park District pending attorney review; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Berntsen made a motion to table Approval of Ordinance 23-7-02 Regulating the Issuance of Access Control to the Butterfield Park District pending attorney review; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- c.) Commissioner Tovey made a motion to table Approval of Ordinance 23-7-3 Regulating the Issuance of Identification to the Commissioner of the Butterfield Park District pending attorney review; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- d.) Commissioner Berntsen made a motion to table Approval of Ordinance 23-7-4 Regulating the Use of Parks and Property Owned and Controlled by Butterfield Park District pending attorney review; seconded by Commissioner Micheli.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- e.) Commissioner Berntsen made a motion to approve the amended hours of operation for parks - dawn to dusk; seconded by Commissioner Tovey. Additionally, there was a discussion about the hours for the tennis and pickleball courts; no decision was made.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- f.) Discussion of Park Security was tabled; no action taken.

- g.) Discussion of Surveillance Cameras was tabled; no action taken.

MOTION TO ADJOURN

At 9:35 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Tovey.

Upon a voice vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____