



MINUTES OF AUGUST 8, 2024 REGULAR BOARD MEETING

Commissioner Saunderson called the regular board meeting to order at 6:31 p.m.

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

Staff Present: Executive Director Hixenbaugh and Superintendent Behling.

Staff Via Zoom: Superintendent of Recreation Popek.

APPROVAL OF AGENDA

Commissioner Menard made a motion to approve the Agenda for August 8, 2024; 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, Berntsen, and Saunderson)

NAYS: None

INTRODUCTIONS OF GUESTS AND STAFF

There were no guests present and no public comments.

PRESIDENT AND COMMISSIONER/PUBLIC COMMENTS

Commissioner Menard mentioned the district's 60th anniversary next year. A discussion ensued regarding a celebration and ribbon cutting. A date is pending. No public present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – June 13, 2024

Commissioner Menard made a motion to approve the executive session minutes of June 13, 2024; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF EXECUTIVE SESSION MEETING MINUTES – JUNE 13, 2024

Commissioner Menard made a motion to approve the executive session meeting minutes of June 13, 2024; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – June 2024

Commissioner Menard made a motion to accept the June 2024 Financial Report; 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, Berntsen, and Saunderson)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List June 2024

Commissioner Tovey made a motion to approve the Disbursements of June 2024; seconded by Commissioner Menard.

There was no discussion at this time.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

MONTHLY FINANCIAL REPORT – July 2024

Commissioner Menard made a motion to accept the July 2024 Financial Report; 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, Berntsen, and Saunderson)

NAYS: None

APPROVAL OF DISBURSEMENTS–Approval of Claims List July 2024

Commissioner Menard made a motion to approve the Disbursements of July 2024; seconded by Commissioner Tovey.

Check on rewards.

Amazon credit.

Foundation expense.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

APPROVAL OF 2023-2024 YEAR END TRANSFERS

Commissioner Menard made a motion to approve the 2023-2024 Year End Transfers; seconded by Commissioner Tovey.

Director Hixenbaugh explained that this is an annual process allowing the district to transfer sums from specific funds for use on capital projects. Location of agenda.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

DIRECTOR'S AND OPERATIONS REPORT

- a.) Director's Report
 - Budget questions: ask timeline, ballpark of amount, cost of insurance, continuing education, interview/training etc., 308, 309 676, 691
 - Budget corrections.
 - Downers Grove 1% sales tax.
- b.) Business and Communications Report
 - Fall brochure.
 - Social media marketing – consider hiring social media influencer.
- c.) Recreation Report
 - Summer camps.
 - Touch a Truck.
 - Craft Fair Sept 14.
- d.) Parks and Facilities Report
 - Barn roof replacement.
 - Ownership of the tree/maintenance. (PDRMA)
- e.) Committee Report

None. Schedule will be prepared.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District: Commissioner Menard – January rule, Act 2024, Band-Aid fix, safety issue, before next meeting.
- b.) Discussion of Park Security - tabled.
- c.) Discussion of Surveillance Cameras - tabled.
- d.) Discussion of an Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District - tabled.

NEW BUSINESS

- a.) Commissioner Tovey made a motion to approve the Post Issuance Compliance Report; seconded by Commissioner Menard.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

- b.) Commissioner Menard made a motion to approve Ordinance #24-8-1, an Ordinance authorizing the disposal of certain surplus property owned by the Butterfield Park District; seconded by Commission Tovey.

Commissioner Menard noted a fence at north entrance Montgomery Park that appears to be on park property.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 7:52 p.m. Commissioner Menard made a motion to enter Executive Session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant of 5ILCS 120/2 (c) (1) and (21) of the Open Meetings Act; seconded by Commissioner Tovey.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

At 8:53 p.m. Commissioner Menard made a motion to resume the regular board meeting; seconded by Commissioner Berntsen.

Upon roll call vote, the motion passed unanimously:

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

NAYS: None

ACTION TO BE TAKEN FROM CLOSED MEETING

None.

MOTION TO ADJOURN

At 8:55 p.m. Commissioner Menard moved to adjourn; seconded by Commissioner Berntsen.

Upon a roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____