



MINUTES OF SEPTEMBER 12, 2024 REGULAR BOARD MEETING

Commissioner Saunderson called the regular board meeting to order at 6:34 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 and Administrative Coordinator Kelly.

Commissioner Berntsen made a motion to approve virtual meeting attendance for Commissioner Menard due to employment purposes; 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 AGENDA

Commissioner Berntsen made a motion to approve the Agenda for September 12, 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

There were no commissioner comments and no public present.

APPROVAL OF REGULAR BOARD MEETING MINUTES – August 8, 2024

Commissioner Berntsen made a motion to approve the regular meeting minutes of August 8, 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 – August 8, 2024

Commissioner Berntsen made a motion to approve the executive session meeting minutes of August 8, 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 – August 2024

Commissioner Berntsen made a motion to accept the August 2024 Financial Report; seconded by Commissioner Tovey.

Highlighted for the Board: Record camp revenue - will need to look at additional space to continue to grow. Grant fund reimbursement pending.

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 August 2024

Commissioner Berntsen made a motion to approve the Disbursements of August 2024; seconded by Commissioner Tovey.

Highlighted for the Board: Irrigation and OSLAD grant contractor payments.

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

- Grant extensions approved.
- DCEO grant roof replacement.
- Conduct ordinance on agenda for discussion. Attorney draft pending.
- Park cameras (cellular and solar) will be installed.
- General election information.
- Park Security – potential 6 hour shifts as needed.
- Grant financial updates.

b.) Business and Communications Report

- Winter spring marketing creation.
- Lobby monitor is up and running.
- Debt service and tax distribution.

c.) Recreation Report

- Touch a Truck 200 participants.
- Polar is sold out and preparations are underway.
- Preschool and Rec Kids are in progress as well as Rec Kids enrichment programming.
- Craft Fair will include a band and food truck.

d.) Parks and Facilities Report

- Irrigation project is going well.
- Classrooms and locker rooms have been deep cleaned.
- Pool has been closed.
- Playground repair and expansion plans.
- Ordinance will be required for tree initiative grant.

e.) Committee Report

- Pool and Recreation Committee will meet and focus on in house program development and marketing.

UNFINISHED BUSINESS

- a.) The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Butterfield Park District - tabled.
- 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.) Butterfield Park District Policy/Ordinance Update – Banishment Ordinance: General use ordinance/policy. Attorney draft pending.

At 7:39 p.m. Commissioner Berntsen 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 9:02 p.m. Commissioner Berntsen made a motion to resume the regular board meeting; seconded by Commissioner Tovey.

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 9:03 p.m. Commissioner Berntsen moved to adjourn; seconded by Commissioner Tovey.

Upon a roll call vote, the motion passed:

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

NAYS: None

PRESIDENT _____

BOARD SECRETARY _____