

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
December 18, 2017 at 5:30 P.M.**

The December 18, 2017 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Clark Gregoire, Anthony Settle and Wayne Delabre
Brian Hebert was absent.

Appointees Present: Paula Jacobi
Hollice Clark was absent

Staff Present: Dan Borschnack, Paula Rogers, Mike Crews, Todd Poole, Sarah Winkel and Amy DuMontelle

Visitors Present: Mr. William Hengl

Pride Recognition: N/A

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the December 18, 2017 Board Packet).

Deputy Director, Winkel reported that the annual staff Christmas Party was held last week. With a tropical theme, it was something different and fun. The staff really seemed to enjoy themselves. Thank you to Sharon Richardson, Amanda Langlois and Amy DuMontelle for putting the party together.

Finance & Personnel – Paula Rogers handed out and discussed the following reports, all are included in the December 18, 2017 Board Packet *and will be filed with these minutes.*

-Tax Levy 2016 spreadsheet, showing the distributions, interest and adjustments by fund

-Notes to Financials

-Estimated Cash Positioning through January 2018, showing the projected final payment for Willowhaven and need for transferring funds

Exploration Station – Sarah Winkel submitted an update based on a monthly report from Brittaney Beck, for the Exploration Station which is included in the December 18, 2017 Board Packet.

Recreation - Sarah Winkel submitted her monthly Recreation Department Report. This report has been filed with the December 18, 2017 Board Packet.

Deputy Director Winkel reported on the following:

- The January to April 2018 Brochure is here. Nicole Jenkins will be overseeing the May to August 2018 Brochure and Mike Crews will be overseeing the safety training for the district.
- The strategic planning process continues, actions plans are due February 1st
- We will be partnering with the Kankakee Chamber on the “Future Leaders of Kankakee”
- We will also be partnering with Sorensen, Wilder and Associates again this year to conduct Emergency Management Training.
- Although the weather was awful, Turkey Trot had 88 participating runners
- Frosty Express ticket sales are currently up to 668
- PJ’s with Santa saw 86 participants
- Youth Basketball numbers are looking good

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the December 18, 2017 Board Packet. Highlights include:

- The lighting project work has not begun yet
- All of the new trees at Willowhaven have been placed and will be planted weather permitting

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the December 18, 2017 Board Packet.

- We a new rooster and hen in the coop, both are Salmon Faveoli chicken
- Adopt-a-Room is this week, Mike Crews and I are going to highlight Willowhaven to help raise excitement.

Ad Hoc Committee Reports:

Special Recreation: *no minutes were submitted*

Living History: *no minutes were submitted*

Consent Agenda:

A motion was made by Settle to approve the consent agenda. Seconded by Gregoire. Roll call: Bennett –Aye, Gregoire -Aye, Hebert – Absent, Settle-Aye; Delabre-Aye. Motion carried.

- Approval of minutes for Regular Board Meeting- November 27, 2017
- Committee of the Whole minutes,
- Approval of bills

Unfinished Business:

New Business:

Ordinance 2017-10 Levy and Assessment of Taxes for the Bourbonnais Township Park District Gregoire made a motion to approve Ordinance 2017-10 as presented, seconded by Delabre. Roll Call: Bennett – Aye, Gregoire – Aye, Hebert – Absent, Settle – Aye, Delabre- Aye. Motion Carried.

Gregoire made a motion to approve Ordinance 2017-11, Annexing Certain Property to the Bourbonnais Township Park District. Seconded by Settle. Roll Call: Bennett – Aye, Gregoire – Aye, Hebert – Absent, Settle – Aye, Delabre- Aye. Motion Carried.

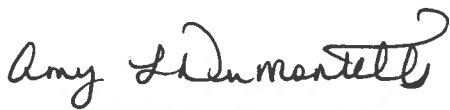
Paula Jacobi reminding the Board that there will be more property to annex. We will complete these annexations in three segments.

Settle made a motion to approve a Special Board Meeting for January 8, 2017. Seconded by Gregoire. Roll Call: Bennett – Aye, Gregoire – Aye, Hebert – Absent, Settle – Aye, Delabre-Aye. Motion Carried.

President Delabre spoke to the Board; ...“As a board we come together with different ideas and perspectives, it is my hope that we will focus on our common ground, to have the park district thrive and be successful...

Motion to adjourn made by Settle, seconded by Gregoire. All in favor, Motion carried.

Respectfully submitted,



Amy L. DuMontelle,
Administrative Assistant



Hollice Clark III, Executive Director

01-22-18

Date



Wayne Delabre, President

1/22/18

Date

Minutes approved at the board meeting of January 22, 2018.