

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
March 23, 2015 at 5:30 P.M.**

The March 23, 2015 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Donna Brown, Denny Lehnus and Wayne Delabre
Brian Hebert was absent

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Paula Rogers, Frank Cianci, Lisa Milton, Ashley Lovell, Sarah Winkel, Mike Crews, Jackie Prim, Jenn Buhr, Brent LeBran and Amy DuMontelle

Visitors Present: Michael Fenton, with the Daily Journal, Clark Gregoire and Anthony Settle.

Public Comment: - N/A

Pride Recognition: – N/A

Facility Presentation by Ashley Lovell and Jenn Buhr: A Facility Proposal Presentation was put together and presented in power point form. *A copy of the power point was handed out and will be filed with these minutes.* President Delabre thanked Miss Lovell and Miss Buhr for their research and hard work.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the March 23, 2015 Board Packet). Along with this report Mr. Clark reported the following:

- OSLAD is still on hold. On March 9th, we received a suspension letter. The Board needs to decide whether or not to farm the land for this year. Donna Brown asked if it was possible to modify the grant and proceed with a portion of the work. Hollice Clark said he would check into this. It is very important that contact our legislator's and express our concerns. Included in the Board Packet are Legislative Alerts from IAPD with contact information.
- Our second annual Job Fair was a success. It was held on Saturday February 28th at the Bourbonnais Municipal Building's Community Room.
- Jackie Prim has been awarded a "Power Play" grant through the IL Association of Park Districts (IAPD) for \$1,000.00 (one thousand dollars and 00/100). This grant money addresses fitness for children.
- KC-CASA will be hanging t-shirts on the fence in front of the farm house starting April 1st as part of Sexual Assault Awareness Month.
- The St. Patrick's Day Dinner was a huge success. Thank you to all who attended.

Recreation:

Hollice Clark explained that the Recreation Department has had a busy spring and is gearing up for a very busy summer. Summer Camp enrollment is up compared to last year. Our camps will be expanding into the Exploration Station for preschool and toddlers this year/ hiring seasonal staff for the summer has begun.

Reports were submitted from staff members and all reports have been filed with the March 23, 2015 Board Packet, these include:

- March Board Report, Jackie Uphoff
- March Board Report, Jen Coronelli
- WH March 2015, Nicole Jenkins
- March Board Report, Brandi Kaner
- March Board Report, Lisa Milton

Finance & Personnel – Paula Rogers explained that she is still working on balancing the February 2015 financials and reported the following:

- The process of meeting with individual supervisors and department heads to create the first draft of the operating budget is nearly complete. We are on schedule to have final numbers by the May board meeting.
- The 2014 and 2015 FY to date Payroll Comparison was submitted and has been included in the March 23, 2015 Board Packet.
- February financials were distributed *and will be filed with these minutes.*

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the March 23, 2015 Board Packet. Brittaney Beck addressed the Board with the following information:

- A reminder that the Special Families with Special Needs Easter Egg Hunt will be held March 28th at 1:00 p.m. All are invited to come.
- We are hosting a book fair March 21st 11:00 a.m. to 3:00 p.m. at Barnes and Noble. We will receive 15% (fifteen percent) of each sale when the Exploration Station is mentioned. On-line purchasing is available also.
- A new song has been written for the Exploration Station, “Exploration Station Kid”. The original was created in 1993. The board got to listen to the song.
- In preparation for our 25th anniversary, a great committee has been put together to get planning started.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report and discussed the following items:

- Temporary back-stop repairs are completed and ready to play.
- New cabinets and counter tops have been adding to the concession stand, this will improve organization and efficiency
- Still waiting for a second bid for the rear walk through gate.
- Herb Forkenbrock has over 500 (five hundred) teams signed up for the up-coming season.
- A Turf Management Convention was attended, many things learned.

(This report has been filed with the March 23, 2015 Board Packet)

Parks & Grounds – Brent LeBran addressed the board and submitted his monthly Parks and Grounds Report. Highlights were as follows:

- The last hayrack, it was in bad shape, however we should be able to complete the work in-house
- All indoor winter projects are complete
- We are ready for summer!

(This report has been filed with the March 23, 2015 Board Packet)

Ad Hoc Committee Reports:

Special Recreation: Donna Brown reported that the River Valley Special Recreation Association did meet on March 17, 2015. *Minutes from this meeting were handed out and will be filed with these minutes.*

Living History: The Living History Advisory Committee met at the Perry Farm House on March 20, 2015 at 4:30p.m. Minutes from the January 21, 2015 meeting were presented and approved. These minutes have been filed with the March 23, 2015 Board Packet.

Consent Agenda:

A motion was made by Lehnus to approve the consent agenda as presented. Seconded by Brown
Roll call: Bennett -Aye, Brown -Aye, Hebert – Abstained, Lehnus-Aye; Delabre-Aye. Motion carried.

- Approval of minutes for Regular Board Meeting- February 23, 2015
- Museum Committee Minutes –March 17, 2015
- Approval of bills

Unfinished Business: N/A

New Business:

The Board was presented with a change to the 2015 Annual Meeting Schedule. The May Board of Commissioners are scheduled to meet on May 25, 2015 however this conflicts to Memorial Day. Hollice Clerk suggested changing this meeting to the same time and location on the 18th of May. A motion was made by Bennett to approve the change to the 2015 Annual Meeting Schedule from May 25th to May 18th, second by Lehnus. Roll call vote: Bennett-Aye, Brown-Aye, Lehnus-Aye, Hebert-Absent, Delabre-Aye. Motion carried. *A copy of this revised schedule will be filed with these minutes.*

Discussion of the Program Cancellation Report

Discussion of the Web Trac Statistic Report

Discussion of the Special Events Profit/Loss Report

Delabre asked if there was a motion to enter into Closed Session.

Bennett made said motion for: Items pertaining to 5 ILCS 120/2 (1) (Personnel): The appointment, employment, compensation, discipline, dismissal, performance or personal status of employees.

AND Items pertaining to 5 ILCS 120/2 (2) (Collective Bargaining): Collective bargaining matters between the park district and its employees or their representative or deliberations concerning salary schedules for one or more classes of employees.

Brown seconded. Roll call vote: Bennett-Aye, Brown-Aye, Lehnus-Aye, Hebert-Absent, Delabre-Aye. Motion carried.

In at 6:25 p.m.

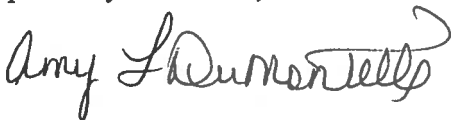
Out at 7:06 p.m.

Motion to come out of Executive Session by Bennett. Seconded by Lehnus. Roll call vote: Bennett-Aye, Brown-Aye, Lehnus-Aye, Hebert-Absent, Delabre-Aye. Motion carried.

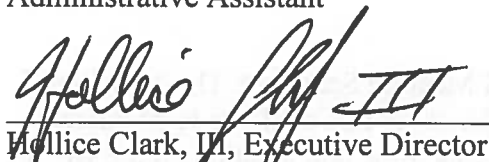
A Motion was made to increase the Executive Director's salary by 2.5% effective May 1, 2015 by Lehnus, seconded by Bennett. All in favor, Motion carried.

Motion to adjourn at by Lehnus, seconded by Bennett. All in favor, Motion carried.

Respectfully submitted,

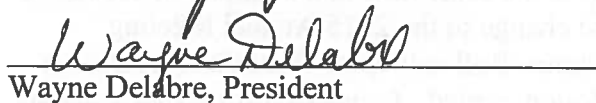


Amy L. DuMontelle,
Administrative Assistant



Collice Clark, III, Executive Director

Date April 27, 2015



Wayne Delabre, President

Date April 27, 2015

Minutes approved at the board meeting of April 27, 2015.