

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
May 18, 2015 at 5:30 P.M.**

The May 18, 2015 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Clark Gregoire, Anthony Settle and Wayne Delabre
Kim Bennett was absent, Brian Hebert arrived at 5:40 P.M.

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Paula Rogers, Frank Cianci, Sarah Winkel, Brittaney Beck, Brandi Kaner and Amy DuMontelle

Visitors Present: Michael Fenton, with the Bourbonnais Herald, Betty Griffin, Baylor Billings, Mike Johnston and Brandon Meredith

Public Comment: - N/A

Baylor Billings on Eagle Scout Project Presentation:

“Perry Farm Trail Project” was presented by Baylor Billings *and will be filed with these minutes.* The purpose of this project is to mark trails for emergency response. This project would include naming trails, creating orientation maps and erecting physical signs for reference. It was the consensus of the Board to proceed with the “Perry Farm Trail Project”.

Introduction of Staff – Brandi Kaner, Recreation Supervisor overseeing Senior Activities and trips. Ms. Kaner gave a brief over view of her background and daily activities and invited all board members to contact her with any questions or to stop by the Recreation Station at any time.

Pride Recognition: – Brittaney Beck introduced Betty Griffin. Ms. Griffin is a volunteer at the Exploration Station who is always available in any weather to help with various jobs throughout the Children’s Museum. Brittaney Beck thanked Ms. Griffin for her commitment and presented her with the Bourbonnais Township Park District’s P.R.I.D.E Award.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the May 18, 2015 Board Packet). Along with this report Mr. Clark reported the following:

- There is an IAPD Update letter and local newspaper article concerning property taxes to the back of the board packet, please read
- The park district brochure is going to be changing from printing 4 (four) times a year to 3 (three) times a year. The 2015 Summer Brochure is out now.
- Reminder of email sent: the Bourbonnais Elementary School District movie presentation will be May 28th at 6:00P.M. at Willowhaven
- Thank you to all who were able to attend the volunteer recognition night, it was a wonderful evening.

Recreation:

Hollice Clark explained that the Summer Brochure as gone to press and was mailed out to the public on May 15th. Work on the Fall Brochure has begun.

Reports were submitted from staff members and all reports have been filed with the May 18, 2015 Board Packet, these include:

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

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the May 18, 2015 Board Packet. Hollice Clark explained that the backstop project is being prepared for bid.

Parks & Grounds – Brent LeBran submitted his monthly Parks and Grounds Report. This report has been filed with the May 18, 2015 Board Packet.

Finance & Personnel – Paula Rogers reported the following:

- A Diamond Point Tournament Income 2015 Season spreadsheet was handed out *and will be filed with these minutes*. It was explained that this spreadsheet showed weekends only and does not include staff payroll.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the May 18, 2015 Board Packet. Ms. Winkel addressed the Board with highlights from her monthly report:

- We are planning a second Special Families with Special Needs resource fair, the date is set for Tuesday July 7, 2015
- Kick off to Summer Reading is not only a new event but a series of new partnerships. This event is scheduled for Thursday May 21, 2015
- Art in the Park will be held Saturday, June 6, 2015
- We have received a \$6000.00 (six thousand dollar and 00/100) Communityworks Grant from the Community Foundation of Kankakee for Imagination Playground Equipment for the Exploration Station. These imagination blocks will be used on site and as a traveling exhibit. (This report has been filed with the April 27, 2015 Board Packet)

Ad Hoc Committee Reports:

Special Recreation: N/A

Living History: The Annual Durham-Perry Farmstead Open House was held. Approximately 50 (fifty) people toured the farm house and grounds. The Living History Committee has been approached by the Olde Time Farm Show Committee to consider holding this event during the Olde Time Farm Show beginning in 2016.

Consent Agenda:

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

- Approval of minutes for Regular Board Meeting- April 27, 2015
- Committee of the Whole Minutes –May 5, 2015
- Amendment of the Annual Board of Commissioners Meeting Schedule, July 2015 will be changed from July 27, 2015 to July 20, 2015 and will be held at the Willowhaven Nature Center.
- Approval of bills

Unfinished Business:

Commissioners Committee Assignments for FY 2015-16. According to the Board of Commissioners Policy, Wayne Delabre made the following appointments:

Finance and Personnel: Gregoire and Delabre

Recreation: Hebert and Bennett

Museum: Hebert and Delabre

Parks and Maintenance: Settle and Gregoire

River Valley Special Recreation Association: Settle and Bennett

New Business:

A motion was made by Gregoire to place on review FY 2015-16 Budget. Seconded by Settle
Roll call: Bennett -Absent, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

The FY2015-16 Budget and Appropriation Ordinance 2015-01 was received and placed on file *and will be filed with these minutes.*

A motion was made to set date and time for Budget Hearing on FY2015-16 Budget and Appropriation Ordinance 2015-01 as June 22, 2015 at 5:30 P.M., prior to the regularly scheduled board meeting by Settle. Seconded by Gregoire. All in Favor, Motion carried.

A short discussion was held on approving the extension of the Inter-park agreement with the River Valley Special Recreation Association. Park district attorney, Paula Jacobi recommended executing this agreement with a modification to the extension controls. This new agreement will have a duration time of 2 (two) years.

A motion was made by Settle to approve the Inter-park agreement with the River Valley Special Recreation Association with modification to the extension controls. Seconded by Brian Hebert.
Roll call: Bennett -Absent, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

Authorization for the Executive Director to enter into a Municipal Lease for Equipment purchase. A motion was made by Settle to authorize the Executive Director, Hollice Clark to enter into a Municipal Lease/Agreement with Peoples Bank for the amount of \$140,802.20 (one hundred forty thousand, eight hundred two dollars and 20/100). Seconded by Gregoire.
Roll call: Bennett -Absent, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

Settle made a motion to enter into Closed Session to discuss the following topics as permitted by State Statute: Items pertaining to 5 ILCS 120/2 (1) (Personnel): The appointment, employment, compensation, discipline, dismissal, performance or personal status of employees. Items pertaining to 5 ILCS 120/2 (c) (5) (Real Estate): The acquisition or lease of real property or the selling or rental price of real estate. 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. Gregoire seconded. Roll call: Bennett -Absent, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

In: 6:15 P.M

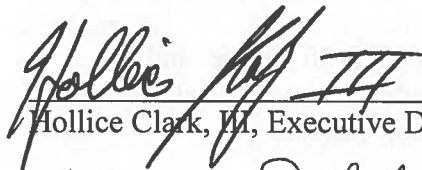
Motion to come out of Executive Session made by Hebert. Seconded by Settle. Roll call: Bennett -Absent, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

Out: 6:25 P.M.

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

Respectfully submitted,

Amy L. DuMontelle,
Administrative Assistant



Hollie Clark, III, Executive Director

_____ 06-22-15
Date



Wayne Delabre, President

_____ 6-22-15
Date

Minutes approved at the board meeting of June 22, 2015.