

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
October 26, 2015 at 5:30 P.M.**

The October 26, 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, Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre.

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Paula Rogers, Mike Crews, Brent LeBran, Frank Cianci, Lisa Milton, Nicole Jenkins, Brittany Beck and Amy DuMontelle

Visitors Present: N/A

Public Comment: - N/A

Pride Recognition: N/A

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the October 26, 2015 Board Packet). Along with this report Mr. Clark reported the following:

- October has been a great month for the park district. It has been good seeing so many people visiting Perry Farm, looking at scarecrows and taking pictures.
- Sleepy Hollow was a huge success, we saw an increase in revenue of 21% (twenty-one percent) over last year.
- The Recreation Supervisors and I recently spoke to students of Olivet Nazarene University on careers at the park district. It was wonderful to hear their many interesting questions and how many of them are utilizing Perry Farm.
- If there are any commissioner's interested in attending State Conference please notify Hollice.
- The Annual Legal Symposium was attended last week.
- Looking at November 18th for the next Committee of The Whole meeting.

Finance & Personnel – Paula Rogers explained that the numbers in so far this year for Sleepy Hollow are up.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the October 26, 2015 Board Packet. Brittany Beck addressed the Board with highlights from the Exploration Station monthly report:

- Sleepy Hollow was a success. Much gratitude for all of the staff and volunteers that make this event possible each year.
- Frosty Express is scheduled for Saturday and Sunday December 12 & 13, 2015

- The World's Fair date is set for Friday, February 19, 2016. We will have quests with information, art, activities, etc. from several different countries. We are currently working with Olivet's International students and Trinity Academy's International program as well.
- Twenty-four education majors from Olivet came for a presentation and tour of the museum.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the October 26, 2015 Board Packet. Highlights were given as follows:

- The projected timeline for the Backstop Project was reported: Fields # 3&4; 8/24---9/11 is finished, Fields # 5&6; 9/14---10/2 is finished and Fields # 1&2; 10/5---10/23 is finished.
- All construction is complete and it looks awesome!
- Restoration of the grounds due to construction is underway along with annual winterization of the facility.

Parks & Grounds – Brent LeBran submitted a monthly Parks and Grounds Report. This report has been filed with the October 26, 2015 Board Packet. Brent reported the following:

- Mowing of the grass is finally slowing down and now turned into mowing leaves.
- All preventative maintenance is complete on the furnaces, no major problems to report.
- PSI and Langlois Roofing are working together to repair/rebuild the roof and walk out awning on the east side of the Recreation Station.

Recreation:

Hollice Clark reported that all staff has submitted their first draft for the winter brochure. It is exciting to see the new programs that will be offered to our residents and community. The Recreation Station is seeing record enrollment in our Preschool and Before and After School programs. For the Commissioner's reference, a Recreation Department Cancellation Report has been included in the board packet.

Reports were submitted from staff members and all reports have been filed with the October 26, 2015 Board Packet, these include:

- WH October 2015, Nicole Jenkins
- October Board Report, Lisa Milton
- October Board Report, Jackie Prim
- October Board Report, Brandi Kaner

Ad Hoc Committee Reports:

Special Recreation: N/A

Living History: N/A

Consent Agenda:

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

- Approval of minutes for Regular Board Meeting- September 28, 2015
- Finance Committee minutes –September 24, 2015
- Committee of the Whole minutes – October 14, 2015
- Public Meeting Notice, 2016 Board Meeting Schedule
- Approval of bills

Unfinished Business:

The potential smoking policy discussed last month will be discussed at the next Committee of The Whole meeting and added to the November agenda.

New Business:

A motion was made by Gregoire to name Hollice Clark as the IAPD/IPRA Delegate and represent the Bourbonnais Township Park District at the January 2016 State Conference. Seconded by Bennett. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. All in Favor, Motion carried.

Executive Director, Clark made the recommendation to bond out our total Debt Extension Base. After discussing several options, a motion was made by Settle to sell bonds in the amount of \$845,000.00 (eight hundred forty-five thousand dollars and 00/100) This will require us to amend the budget but does not require a referendum. Seconded by Gregoire. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Aye. Motion carried. A Public Hearing will be held in November.

A motion was made by Bennett to give approval to Executive Director Clark to seek bids for the Perry Farm paving projects. Seconded by Settle.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Abstained, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Gregoire to approve the purchase of Time-Pro electronic time keeping system at a cost of \$26,905.00 (twenty-six thousand nine hundred five dollars and 00/100) Fifty percent will be paid now and fifty percent on delivery. Seconded by Bennett.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Settle to approve the purchase of BS&A financial software. Seconded by Gregoire.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Bennett to retain under contract, Hollice Clark as Executive Director of the Bourbonnais Township Park District. Seconded by Settle.
Roll call: Bennett -Aye, 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. 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 AND Items pertaining to 5 ILCS 120/2 (c) (21) (Review Close Session Minutes) semi-annual review of closed session minutes

Bennett seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert -Aye, Settle-Aye; Delabre-Aye. Motion carried.

In: 6:10 P.M

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

Out: 6:30 P.M.

Approval of Executive Director Contract:

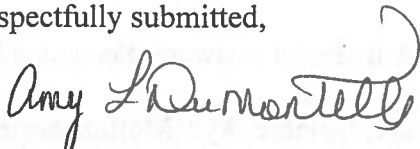
Motion by Settle seconded by Gregoire Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

Approval of Collective Bargaining agreement:

Motion by Bennett seconded by Settle Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

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

Respectfully submitted,



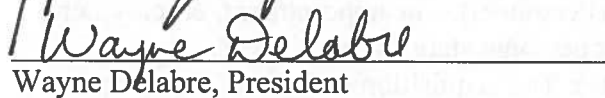
Amy L. DuMontelle,
Administrative Assistant



Hollice Clark, III, Executive Director

11-23-15

Date



Wayne Delabre, President

November 23, 2015

Date

Minutes approved at the board meeting of November 23, 2015.