

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
January 25, 2016 at 5:30 P.M.**

The January 25, 2016 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

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

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark
Staff Present: Paula Rogers, Sarah Winkel, Jackie Prim and Amy DuMontelle
Visitors Present: Andrew Kriz with the Herald and Dave Tyson of Tyson Engineering

Public Comment: N/A

Pride Recognition: N/A

Dave Tyson distributed and presented a proposed bid packet (included in the January 25, 2016 Board Packet) for work to be done on trails and parking lot areas at Perry Farm. A brief narrative was given. Executive Director, Hollice Clark informed the Board that no major repairs have been made to these areas in 20 (twenty) years.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the January 25, 2016 Board Packet). Along with this report Mr. Clark handed out a current South Suburban Salary Survey for their reference.

Finance & Personnel – Paula Rogers handed out the following:

- a Balance Sheet Prev Year Comparison (as of December 31, 2015)
- a Profit & Loss Prev Year Comparison, May through December 2015 report
- a Profit & Loss Budget vs. Actual, May through December 2015 report

- a Profit & Loss report by fund for the past 4 (four) years

All will be filed with the February 22, 2016 Board Packet.

Paula Rogers gave a summary of the reports handed out.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the January 25, 2016 Board Packet. Sarah Winkel addressed the Board with highlights from the Exploration Station monthly report:

- IPRA Conference was very informative, and Ms. Winkel thanked the Board for the opportunity for continuing education.

-World's Fair will be February 19, 2016, all commissioners are encouraged to attend.

Recreation - Sarah Winkel submitted her monthly Recreation Department Report. This report has been filed with the January 25, 2016 Board Packet. The following highlights were given:

-Youth Basketball has begun

-A new \$20.00 (twenty dollars and 00\100) per month fitness program card is now available, 26 (twenty-six) people have already purchased these cards.

-The Annual Wine & Beer Tasting will be held February 5th.

Reports were submitted from staff members and all reports have been filed with the January 25, 2016 Board Packet, these include:

- January Board Report, Brandi Kaner
- January Board Report, Lisa Milton
- January Board Report, Jackie Prim
- WH January 2016, Nicole Jenkins

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the January 25, 2016 Board Packet. Hollice Clark shared that Mike is currently working on benches for the dugouts.

Parks & Grounds – Brent LeBran submitted a monthly Parks and Grounds Report. This report has been filed with the January 25, 2016 Board Packet.

Ad Hoc Committee Reports:

Special Recreation: Minutes from November 17, 2015 were submitted and are included in the January 25, 2016 Board Packet.

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 -Absent, Gregoire -Aye, Hebert – abstained, Settle-Aye; Delabre-Aye. Motion carried.

- Approval of minutes for Regular Board Meeting- December 14, 2015
- Committee of the Whole minutes – January 20, 2016
- Approval of bills

Unfinished Business:

Kim Bennett arrived at 5:59PM

New Business:

Approval of Seeking bids for Parking Lot and Trail Enhancement, Bib Letting in February and vote in March.

A motion was made by Settle to seek bids for Parking Lot and Trail Enhancement Seconded by Bennett.

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

A motion was made by Gregoire to place 2015-01A Amended Budget on Review. Seconded by Settle.

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

Executive Director, Hollice Clark recommended that the upcoming budget hearing be set for February 22, 2016 at 5:30 pm before the regular board meeting at the Exploration Station.

A motion was made by Settle to accept this recommendation. Seconded by Bennett.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Settle to revise Board Policy 3-011; Nepotism. Seconded by Gregoire.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Bennett to revise the Cancellation Policy for the district. Seconded by Settle.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Bennett to approve changes to personnel policy; 390 Employee Program Benefits. Seconded by Gregoire.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Settle to approve a new Perry Farm Living History Advisory Board Member, Robert Lawson. Seconded by Gregoire.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

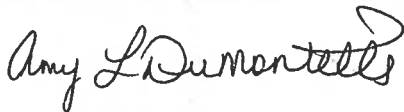
A motion was made by Gregoire to approve a new program, Nightscape, A Celebration of Music Under The Stars with Acting Out Theater Company and local band 7th Anomaly. Gregoire asked if Acting Out Theater would be taking care of carding, securing a liquor license and providing the park district with an insurance certificate naming the Bourbonnais Township Park District as Additional Insured. Executive Director, Hollice Clark confirmed that yes, Acting Out would be taking care of all these items mentioned. 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 a request to open a Money Market account at First Trust Bank for the bond funds. Seconded by Settle. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

A motion was made by Settle to seek bids for Garage Renovation on Perry Farm Park grounds. Seconded by Bennett.
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

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

Respectfully submitted,



Amy L. DuMontelle,
Administrative Assistant



Hollice Clark, III, Executive Director

02 - 22 - 16

Date



Wayne Delabre, President

2 - 22 - 16

Date

Minutes approved at the board meeting of February 22, 2016.

