

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
October 24, 2016 at 5:30 P.M.**

The October 24, 2016 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 (5:40pm), Anthony Settle and Wayne Delabre. Brian Hebert was absent.

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Sarah Winkel, Paula Rogers, Mike Crews, Todd Poole, Jackie (and Emmalyn) Prim, Sharon Richardson, Amanda Langlois, Tim Langlois, and Amy DuMontelle

Visitors Present: N/A

Public Comment: N/A

Pride Recognition: Sharon Richardson, Amanda Langlois and Amy DuMontelle were honored with a P.R.I.D.E. award for services over and beyond.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the October 26, 2016 Board Packet). Along with this report Mr. Clark reported the following:

-Jackie Prim is relocating out of state with her family. Executive Director, Clark thanked her years of dedication to the park district. Jackie has built a great Before and After School Program, her enthusiasm will be missed by all.

- Thank you to employees for all the hard work this season brings to the district.

- The Skate Plaza has been well received by the community. Thank you to all who were able to attend the ribbon cutting.

-We are wrapping a few items up on the Loss Control Review. It will end November 4th.

-The next Committee of The Whole will likely be scheduled for November 16, 2016. An email will be sent confirming this within a couple weeks.

-The Amended Budget Hearing will be held prior to the scheduled Board meeting November 21, 2016 (5:30 pm)

-January is annual conference time, Executive Director Clark asked that any board members wanting to attend session, let him know soon.

-Congratulations to Todd Poole for passing the Playground Certification class.

President Delabre added: Nice job by all on Sleepy Hollow!

Finance & Personnel – Paula Rogers handed out a monthly update memo and gave summary of the following topics:

-A draft copy of the 2016 Audit has been received from the auditors, adjusting entries are being made.

-September financials will be completed soon and posted to the website.

-All of the figures are not in for Sleepy Hollow yet however we are estimating numbers four to five percent higher than last year.

-Data is being gathered to project the districts operating needs for FY 2017-18, tax levy figures will be discussed at the November Committee of The Whole meeting.

This Memo will be filed with these minutes

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the October 26, 2016 Board Packet.

Recreation - Sarah Winkel submitted her monthly Recreation Department Report. Reports were also submitted from Recreation Supervisors and included in the Recreation Department Report This report has been filed with the October 26, 2016 Board Packet.

Sarah Winkel added the following:

- Focus Groups are being held with several different groups this month and into January.
- Spirit Night for the Bourbonnais Township Park District (BTPD) Early Learning Station at Beef O’Bradys will be November 4th from 4 pm to 9 pm.
- Lisa Milton has accepted and is excited for additional duties of Before and After School Programing.
- Deputy Director, Winkel thanked the Board for the continued opportunity to attend conferences.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the October 26, 2016 Board Packet.

Mike Crews reported the following:

- Parking lot update: we are waiting for permits
- Fall maintenance continues.

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the September 26, 2016 Board Packet.

Todd Poole reported the following:

- upgrades have been made to almost all of the driveway lights
- playground upgrades are underway

Anthony Settle commented that Todd is a wonderful asset to the district. The Board concurred.

Ad Hoc Committee Reports:

Special Recreation: Minutes of September 20, 2016 were submitted.

Living History: Minutes of August 17, 2016 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- September 26, 2016
- Approval of bills

Unfinished Business: N/A

New Business:

Gregoire made a motion to name Hollice Clark as the Bourbonnais Township Park District delegate to the IAPD Business meeting on Saturday January 21, 2016. Sarah Winkel will act as his back-up if needed.

This was seconded by Settle. Roll call: Bennett -Aye, Gregoire -Aye, Hebert -Absent, Settle-Aye; Delabre-Aye. All in Favor, Motion carried.

Review IAPD-funded survey: a short discussion of the survey was held, a copy of the IAPD 2016 Research Findings has been filed with the September 26, 2016 Board Packet.

Update on skate plaza project: All is going well at the skate park, it is being used daily. Executive Director Clark will send financials on the skate park by email to the board.

A letter requesting permission to install a temporary (three years) gravel parking lot south of the paved lot at Diamond Point has been sent to the Village of Bourbonnais

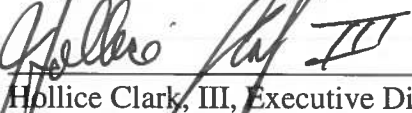
Approval of Disposal Ordinance 2016-08: A motion was made by Settle to pass and allow the items listed for disposal, seconded by Bennett. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Absent, Settle-Aye; Delabre-Aye. Motion carried.

According to the 2016 Board Meeting Schedule, the date and time of Budget Hearing for Amended Budget Ordinance 2016-02A will be November 21, 2016 at 5:30PM

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

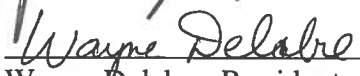
Respectfully submitted,

Amy L. DuMontelle
Administrative Assistant



Hollice Clark, III, Executive Director

11-23-16
Date



Wayne Delabre, President

11-23-16
Date

Minutes approved at the board meeting of November 21, 2016.

