

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
January 23, 2017 at 5:30 P.M.**

The January 23, 2017 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 (arrived at 5:32 pm, after roll call), Anthony Settle and Wayne Delabre

Appointees Present: Dan Borschnack, and Paula Jacobi
Hollice Clark was absent.

Staff Present: Sarah Winkel, Paula Rogers, Mike Crews, Todd Poole, and Amy DuMontelle

Visitors Present: Allison Garcia, Michael Garcia, Meghan Grober (Indian Oaks Academy/Starfish), Mary Ann Berg (Indian Oaks Academy/Starfish), Bobbie Ruyle (Indian Oaks Academy/Starfish), Andrew Luiz (Bourbonnais Herald)

Public Comment: N/A

Pride Recognition: N/A

Presentation: \$1500.00 (Fifteen hundred dollars and 00/100) donation to Starfish Family Homes from money raised at the 2016 Turkey Trot was presented by President Delabre and Recreation Supervisor, Tom Schelling on behalf of the Bourbonnais Township Park District.

Eagle Scout Michael Garcia gave a brief presentation on the patio/fire pit project that will be installed by Eagle Scout Troop 324. The patio area will be 12' x 12' (twelve by twelve foot) squared and the fire pit will be 3' (three foot) round. The time-line is late spring and the location has not been finalized yet.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the January 23, 2017 Board Packet). Highlights of Executive Director Clark's report included the following:

- A donation of \$5,000.00 (Five Thousand dollars and 00/100) will be made to the Exploration Station from Casey's General Store on Route 45. The funds will be used to defray the cost of a new exhibit in the near future.
- Preliminary talks will be scheduled with the Village to discuss the district better utilizing "Safety Town"
- Work on the Annual Report is still in progress
- Chocolate Tour will be February 4, 2017 from noon to 5 pm.

Finance & Personnel – Paula Rogers handed out a monthly update memo and the following reports:

- Balance Sheet, period ending December 31, 2016
- Revenue and Expenditure Report, period ending December 31, 2016
- Payroll Comparison FY 2016 vs. 2017
- Budget Timeline FY 2017-18

These documents will be filed with these minutes.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the January 23, 2017 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 January 23, 2017 Board Packet.

Sarah Winkel added the following:

- Basketball has started
- Planning of the Summer 2017 Brochure is in progress
- Conference was attended, thank you to the Board for supporting continuing education.
- Willowhaven, working on marketing
- World's Fair and Family Fun Fair are coming soon

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the January 23, 2017 Board Packet.

Mike Crews reported the following:

- Preventative maintenance continues
- Reservations of the fields have begun for the upcoming season

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the January 23, 2017 Board Packet.

Todd Poole reported the following:

- All equipment servicing is done
- Seems to be good communication with the Village of Bourbonnais with the skate Park (ice rink), things are going well
- Conference was a great experience, thank you to the Board

Ad Hoc Committee Reports:

Special Recreation: *No Minutes were submitted.*

Bennett and Settle gave a brief update for River Valley Special Rec:

- Katie Vaughn has been hired part-time

Living History: *No Minutes were submitted.*

Consent Agenda:

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

- Approval of minutes for Regular Board Meeting- December 19, 2016
- Approval of minutes for Committee of the Whole- January 16, 2017
- Approval of bills

Unfinished Business:

New Business:

A motion was made by Bennett to approve the Mitigation Plan for Willowhaven Park and Nature Center. Seconded by Gregoire.

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

President Delabre expressed his disappointment that the management group at the beginning stages of Willowhaven did not find these drainage issues as we were depending on their expertise to make our decisions as a Board. We are hoping for the bids to come in lower than projected.

A motion was made by Gregoire to approve the change in Professional Service Agreement Amendment, this will include additional charges to the engineer for work on the mitigation and drainage issues at Willowhaven. Seconded by Bennett.

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

A motion was made by Bennett to approve Ordinance 2017-01 Tobacco-Free Parks.

A short discussion: Settle voiced his concerns with enforcement, however the ordinance is needed. It will be important to be respectful when approaching a smoker in the park. Signage? Seconded by Settle.

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

A motion was made by Settle to approve the Proposal for Bids for a new concessions trailer. Seconded by Gregoire.

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

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

Respectfully submitted,

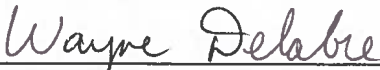
Amy L. DuMontelle
Administrative Assistant



Sarah Winkel, Deputy Director

2/27/17

Date



Wayne Delabre, President

02-27-2017

Date

Minutes approved at the board meeting of February 27, 2017.