



**Bourbonnais Township Park District  
Board of Commissioners Meeting  
Exploration Station... a children's museum  
1095 W Perry Street, Bourbonnais, IL 60914  
October 28, 2019 at 5:30 P.M.**

The October 28, 2019 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Brian Hebert, Anthony Settle, Clark Gregoire, Wayne Delabre

Appointees Present: Hollice Clark, Brian Scott, Dan Borschnack

Staff Present: Amanda Langlois, Paula Rogers, Sarah Winkel, Joe Galloy, Mike Crews

Visitors Present: Lori Teders, Steve Hoekstra, Herb Forkenbrock

Presentation: Wayne Delabre expressed to Kim Bennett how sorry we all are to hear the passing of her mom. The board gave Bennett a gift in lieu of flowers.

Lori Teders then gave a power point presentation on the Wall That Heals. The magnitude of this event was huge for our community. We had the 3<sup>rd</sup> largest escort for 2019 and attendance was above average for the 2019 tour of the wall. The ceremony itself was the largest ceremony in over 7 years, with attendance being 2,000 – 2,500. The partnership with Hoekstra Transportation and BTPD was amazing. She stated that working with Hollice Clark, Amanda Langlois and Joe Galloy was perfect. We met every need they had. Steve Hoekstra added that the event wouldn't have been able to happen without the support of the park district, most importantly the maintenance staff. Today, the publicity from the Wall That Heals is still carrying on. Teders gave Clark, Langlois and Galloy a gift to express their appreciation.

**Staff Reports:**

Executive Director: Hollice Clark submitted his monthly report with the October 28, 2019 board packet. Clark said he has been busy looking into the new laws that will affect the park district. He has a couple conferences coming up. On that note, any board member interested in the IAPD conference that is in January 2020, please let him know. The Town Hall Meeting that was on October 2, 2019 had 3 people attend, Clark said he will hold another meeting in the spring. IDNR released park grants and applications start

being accepted on December 2, 2019 through January 20, 2020. If we apply and get accepted, we pay 25% of the project that we want to do and they cover 75%.

Marketing: Sharon Richardson was absent but submitted her monthly report with the October 28, 2019 board packet.

Finance & Personnel: Paula Rogers submitted her monthly report with the October 28, 2019 board packet along with the financial at the Committee of the Whole meeting on October 23, 2019.

Recreation Station: Sarah Winkel submitted her monthly report with the October 28, 2019 board packet. Winkel stated that Sleepy Hollow and the Scarecrow Festival was a huge success and it couldn't have been done without all of the staff that provided great team work! The launch of the new website will be public launch soon. Winkel informed the board that the Turkey Trot is November 9, 2019 and invited the board if they are available.

Diamond Point: Mike Crews submitted his monthly report with the October 28, 2019 board packet. Crews and his staff have been helping with Sleepy Hollow details as well as cleaning out the storage facility since we have to be out of the building by the end of October.

Parks & Grounds: Joe Galloy submitted his monthly report with the October 28, 2019 board packet. Galloy said that on October 12, 2019 was his one year anniversary and now he has been involved with everything and understands how things run much better. He thanked Crews and his staff for helping with Sleepy Hollow set up along with Sarah Winkel, Nicole Jenkins and Brittaney Beck.

### **Ad Hoc Committee Reports:**

Special Recreation: September 17, 2019 minutes was submitted with the October 28, 2019 board packet.

Living History: *no minutes were submitted*

**Consent Agenda:** Delabre asked if there were any questions on the minutes that are included in the board packet. Nothing needed to be addressed, Settle made the motion to approve the minutes and Gregoire seconded. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

- Approval of Regular Board Meeting Minutes September 23, 2019
- Approval of Committee of the Whole Meeting Minutes October 23, 2019
- Approval of Special Board Meeting Minutes October 23, 2019

**Unfinished Business:** Delabre asked if there were any questions or items to discuss about the Friends of Park Foundation. No comments were stated so Delabre asked for a motion to accept the proposal from Donald Ortale from the National Association of Park Foundations. Settle made the motion and Bennett seconded. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

**New Business:** Delabre asked if there was a motion to accept the bills for October 2019, Settle made the motion, Gregoire seconded. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

Delabre asked if there was a motion to accept the Ballpark Sports Contract Agreement, Gregoire made the motion, Delabre seconded. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

After discussion on the Intergovernmental Agreement between the Bourbonnais Township Park District and the Bourbonnais Elementary School District #53 for the transportation space at BESD #53 Transportation Facility, Hebert motioned to table it until November, Settle seconded. This will give Brian Scott time to make some clarification changes. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

Delabre then asked if there was a motion to lease trucks through Enterprise Fleet Management, Settle made the motion, Gregoire seconded. Before roll call was done, Hebert asked if he could make a comment. He stated that he will hold Joe Galloy to his word and make him accountable on the care of the trucks. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

Next item for discussion was the leasing of a bus for 5 years without the service agreement. Clark stated that he is working with People's Bank to see if it would be to the best interest of the park district to do a lease with People's Bank. He would like to table it until he has all of the figures. Gregoire motioned to table this item, Hebert seconded. **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

In the last 4 years there have not been any big projects done at the Exploration Station. Clark recommends we create an Outdoor Exhibit at the Exploration Station which would allow us to increase fees as well. Hebert asked why we always use Hitchcock Designs. Clark stated we can use other firms, but Hitchcock Designs allows us to do some of the work on our own which in the end saves us money. Delabre added that the work Hitchcock has done for us so far has been great and they follow up very well. Delabre asked if there was a motion to allow Hitchcock Design to design an outdoor exhibit area for the Exploration Station, Settle made the motion and Gregoire seconded.

**Roll Call: Bennett- Aye, Hebert- No, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

Delabre then asked the board to choose a delegate and an alternate for the IAPD/IPRA Soaring to New Heights Conference to attend the IAPD Business meeting during the conference. Bennett stated she is interested in going but the board should appoint Clark as the delegate. Bennett made the motion to appoint Clark as the delegate and her as the alternate, Gregoire seconded, **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.** Delabre did state that if any board member was interested in going to contact Clark.

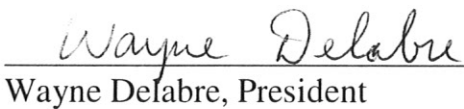
Delabre asked the board to approve Clark to seek bids for the replacement of windows and to side the Willowhaven Park and Nature Center. Gregoire made a motion and Bennett seconded, **Roll Call: Bennett- Aye, Hebert- Aye, Settle- Aye, Gregoire- Aye, Delabre- Aye. All in favor. Motion Carried.**

Bennett motioned to adjourn the meeting at 6:27 pm, Settle seconded, all in favor. Motion Passed.

Respectfully Submitted by Amanda Langlois.

  
Hollice Clark III, Executive Director

11/25/19  
Date

  
Wayne Delabre, President

11-25-19  
Date

Minutes approved at the board meeting on November 25, 2019