

Byron Park District Regular Meeting Minutes

Tuesday, May 18, 2021 at 6:05 p.m.

Byron Park District Board Room

1.1 Commissioner Wilmarth called the Regular Meeting of the Board of Commissioners to order at 6:08 p.m.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, Oracki and Wilmarth.

ABSENT: Griffith.

STAFF PRESENT: Director Paul Zepezauer, Nick Warrner, John Walters and Elaine Carow. Director Zepezauer was present by phone due to covid19 protocol.

GUESTS: None.

2.0 PUBLIC COMMENT: None.

3.1 BOARD AMMENDMENTS TO THE AGENDA: None.

3.2 STAFF AMMENDMENTS TO THE AGENDA: None.

3.3 APPROVAL OF THE AGENDA: Commissioner Jeffrey made a motion to approve the agenda as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF APRIL 20, 2021: Commissioner Boyle made a motion to approve the Regular Meeting Minutes of April 20, 2021 as amended. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 4-0.

5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING APRIL 30, 2021: Director Zepezauer provided the Treasurers Report and conducted a review of the income statements. He noted the district is doing slightly better than income statements show due to deferred revenue. Director Zepezauer predicts it will take approximately a full year post COVID to completely recover due to deferred revenue. He advised revenue is starting to bounce back, however, the fitness center is heading into the slow season. PE Center and Fitness Center revenue is also still on the low side due to the Free 3 Month Membership and the face mask requirement. Commissioner Oracki stated conversation with the school needs to occur regarding facemasks as it affects the Districts ability to conduct business. IT and Marketing are being monitored as they were higher than 2019. Bank Balances and Payroll were reviewed. Commissioner Boyle made a motion to approve the Treasurers Report for the month ending April 30, 2021. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 4-0.

5.2 APPROVAL OF BILLS FOR APRIL 2021: A list of bills for April 2021 was provided. Commissioner Oracki made a motion to approve the bills as presented. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 4-0.

6.1 FACILITY EXPANSION AND RENOVATION: Director Zepezauer provided an update regarding the Facility Expansion and Renovation. Twelve items remain outstanding on the punch list. Staff are working with Russell and the sub-contractors to resolve these items. Renovation work will tentatively start this fall in the old office area.

7.1 APPROVAL OF FINANCIAL CONTROLS ORDINANCE 2021-02: Director Zepezauer provided a copy of the updated Financial Controls Ordinance for review. Commissioner Boyle made a motion to approve Ordinance 2021-02 Regulating Financial Controls. Commissioner Oracki seconded the motion which passed unanimously on voice vote 4-0.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer provided the Directors Report. A three year history of Punch Card & Membership Daily Visits was provided. Daily visits for 2021 have not yet intersected with 2019. Staff expressed concern that the facemask requirement is postponing a return to normal attendance numbers. The juice bar is in a soft opening phase as staff begin to get comfortable with mixing shakes and daily operations. Superintendent of Parks, John Walters was introduced and welcomed. The HR/Safety Report was provided. 18 staff completed the Food Handler Certification and attended the juice bar training given by Performance Food Center. Carrie will conduct a CPR and First Aid Class on June 8th for staff recertification. Lifeguard training is scheduled for May 19th. Carrie continues to work on the Accreditation process and other various HR related tasks. The Parks Report was provided. Water has been turned on at all of the parks. The new washer and dryer for fitness towels has been hooked up. Filters were added to the juice bar sink and ice machine. Park clean up and maintenance is underway for spring. Boat docks will be in by Memorial Day. The Recreation Report was provided. Spring soccer concluded with the U15 playing on the varsity field under the lights, it was a successful season! Baseball and Softball games begin the week of May 24th. Ashley Champlain saw personal training sessions, free fitness assessments, and 6 week nutrition plans increase. Overall Fitness Classes continue to see regular attendance with the exception of Yoga. Summer Group Swim Lessons return on June 6th. Open Swim will be offered Tuesdays and Thursdays, 1:30 p.m. - 3:30 p.m. Tiger Den is averaging 18 children in the morning and 35-40 in the afternoon. Summer Camp enrollment is open. Auditions for the Wizard of Oz are set for the end of July. Visual Art classes have been well received. Dance recital prep is underway. Picture day is May 21 and 22. Flower bouquets, DVD's, and recital shirts will be available for pre-order. Recital tickets will go on sale by June 4 to allow additional time for capacity limits to increase. Summer dance registrations are coming in. Marketing for the Tiger 10 Miler flyer distribution is going well and additional flyers have been ordered. Byron Fest Flyers are being distributed and email blasts utilized. The Fall Frenzy Race Series is returning and is live on run sign up. The Sock Hop will be held this fall. The Pumpkin Smash is pending approval from the Fire Department. Nick and Elaine continue to work on the Active Net Implementation. Fall Programs are due May 28th. Flyers for summer programs will be sent home prior to school dismissing for summer.

8.2 BOARD REPORTS: None.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Oracki made a motion to adjourn at 6:59 p.m. Commissioner Jeffrey seconded the motion which passed unanimously on voice vote 4-0.

 6-15-21
Signature Date

 6-15-2021
Signature Date