

NOTICE
BOARD OF COMMISSIONERS MEETING

Tuesday, September 17th, 2024, at 6:00 p.m.
Byron Park District Conference Room (500 N. Colfax St.)

1.0 Convening the Meeting

1.1 Commissioner Jeffery called the Regular Meeting of the Board of Commissioners to order at 6:00pm.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, Oracki, Wilmarth, and Griffith

ABSENT: None

STAFF PRESENT: Nick Warrner, Carrie Stralow

GUESTS: Al Howard (Illinois Association of Park Districts)

2.0 Public Comment: None

3.0 3.1 BOARD AMMENDMENTS TO THE AGENDA:

A motion was made by Commissioner Boyle to move 9.0 closed session ahead of 4.0 on the agenda. The motion was seconded by Commissioner Wilmarth, all were in favor.

3.2 STAFF AMMENDMENTS TO THE AGENDA: None

3.3 APPROVAL OF THE AGENDA: Commissioner Boyle made a motion to approve the agenda as presented. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.

4.0 4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF July 16, 2024: Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of July 16, 2024 as presented. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.

4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF August 20, 2024: Commissioner Griffith made a motion to approve the Regular Meeting Minutes of August 20, 2024 as presented. Commissioner Boyle seconded the motion, which passed on voice vote of 3-2. (Oracki and Wilmarth abstained)

5.0 Financial Matters

5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING Jul 31, 2024:

Recreation revenue and expense were reviewed and an outlook on the remaining year for all funds was provided. Bank Balances and Payroll were reviewed.

Commissioner Griffith made a motion to approve the Treasurers Report for the month ending July 31, 2024.

Commissioner Boyle seconded the motion, which passed on voice vote of 5-0.

5.2 Approval of Bills for July 2024

Commissioners reviewed the list of bills for July 2024. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote of 5-0.

5.3 Approval of the Treasurer's Report for the Month Ending August 31, 2024

Recreation revenue and expense were reviewed and an outlook on the remaining year for all funds was provided. Bank Balances and Payroll were reviewed.

Commissioner Wilmarth made a motion to approve the Treasurers Report for the month ending July 31, 2024.

Commissioner Griffith seconded the motion, which passed on voice vote of 5-0.

5.4 Approval of Bills for August 2024

Commissioners reviewed the list of bills for August 2024. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote of 5-0.

6.0 **Old Business:** None

7.0 **New Business:** None

8.0 **Reports (notes)**

8.1 Director/Staff

Interim Director Warrner provided an update on the construction of the multi-purpose room. A three-year history of Punch Card and Membership Daily Visits was reviewed. The HR/Safety Report included updates on lifeguard audits, staff trainings, and PDRMA updates. The parks report included updates on park sealcoating and memorials. The Recreation report included athletics, Tiger Den, and the dance program. Fitness class attendance numbers and upcoming special events were reviewed. Interim Director Warrner presented some new sign options from Pro Graphics for Blackhawk Park. The signs were well received and it was determined funds would be budgeted for the new fiscal year to move forward with sign replacement. Interim Warrner discussed the challenges of facility cleaning. It was determined to keep working with the school and current staff to clean the facility however the board would like a more detailed outline of cleaning service options through a 3rd party. Interim Director Warrner explained they were unable to obtain the rights to the Mama Mia for the BCT production so they were looking at changing that show to Grease. Concerts in the park were discussed for next summer at Johnson Park. The board would like to review options to offer food and drink. They would also like staff to talk to the City of Byron regarding this event.

8.2 Board

Commissioner Jeffery asked if we should consider a bonus for the Cultural Arts Manager. It was decided to review this at the end of the fiscal year. Commissioner Griffith stated the cleaning has been much better recently in the fitness center but the dance rooms are still not up to standards. He also stated we need to create a better work culture with the fitness staff. Commissioner Oracki would like us to implement a no cell phone policy while working at the desks. She would also like to have a supervisor drop in to check up on staff and making sure they are on task. Commissioner Oracki also reminded staff we need to invoice the boosters for the Morrissey memorial brock at Hamas Park.

9.0 **Closed Session**

Personnel: 5ILCS 120/2 (c) (1)


Land Acquisition: 5ILCS 120/2 (c) (5) Litigation: 5ILCS 120/2 (c) (11)

10.0 **Adjournment**

Commissioner Griffith made a motion to adjourn at 7:32p.m. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.


Signature

10-15-24
Date

 10/15/24
Signature Date