

**NOTICE**  
**BOARD OF COMMISSIONERS MEETING**

Tuesday, May 20, 2025, at 6:00 pm  
Byron Park District Conference Room (500 N. Colfax St.)

**1.0 Convening the Meeting**

1.1 Commissioner Wilmarth called the Regular Meeting of the Board of Commissioners to order at 6:11 pm.

1.2 On roll call, the following were:

**PRESENT:** Commissioners Boyle, Griffith, Oracki, Newton and Wilmarth

**ABSENT:** None

**STAFF PRESENT:** Nick Warrner, Aydin Coffey, John Walters, Carrie Stralow

**GUESTS:** None

**2.0 Public Comment: None**

**3.0 Amendments/Approval of the Agenda**

**3.1 BOARD AMMENDMENTS TO THE AGENDA:** None

**3.2 STAFF AMMENDMENTS TO THE AGENDA:** None

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

**4.0 Approval of Minutes**

**4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF April 15, 2025:** Commissioner Griffith made a motion to approve the Regular Meeting Minutes of April 15, 2025, as presented. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.

**5.0 Financial Matters**

**5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING March 31, 2025**

Director Warrner went through the Treasurer's report and noted that April revenue was almost identical to 2024. YTD revenue is up just over 23K. Expenses are up about 13K compared to 2024.

Commissioner Griffith made a motion to approve the Treasurers Report for the month ending April 30, 2025. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.

**5.2 APPROVAL OF BILLS FOR APRIL 2025**

Commissioners reviewed the list of bills for April 2025. Commissioner Griffith made a motion to approve the bills as presented. Commissioner Newton 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

#### 8.1 DIRECTOR / STAFF

Director Warrner informed the board about recent marketing changes. We were previously going through Starr Media in Rock Falls, IL for our program guide, website updates, social media posts and printed materials. We will now utilize Purei for the program guide, which we already use for our website host. Erin Spedding will be responsible for social media posts, website updates and printed materials, in addition to her Cultural Arts Assistant job tasks.

Commissioner Oracki suggested utilizing the HS Announcements to advertise our programs/events and Commissioner Griffith suggested marketing the fitness classes as part of the membership, since he is always amazed at how many members do not realize that fitness classes are included as part of the membership.

Next Director Warrner explained that vandalism continues to be a problem at our parks, especially Johnson Park and that he received some quotes from M. Spinello for installing security cameras, but the cost was prohibitive. Director Warrner then inquired with the board about purchasing our own cameras and having John and/or a local electrician install them. All of the board members agreed that as parents and citizens, they would like cameras installed and that Director Warrner should contact our attorney regarding liability, but that he has their permission to move forward on the project asap, starting with installing additional cameras at Johnson Park.

Director Warrner then discussed the possible Austin Luepkes land donation on All Saints Dr. The property is approximately ¼ acre and has a sewer line running through it, so we would not be able to build anything on it. The board discussed utilizing the property as green space and would like Director Warrner to continue to find out more information regarding the property.

Lastly, Director Warrner discussed the charts on daily visits and how we are slightly lower than previous years. Discussion followed about offering Summer/3 month/college passes and the feasibility of each. It was determined that the best option might be to offer the youth pass rate to individuals with valid college ID's.

In Carrie's HR/Safety Report she reported that due to a delay in the IMRF annual reports, the auditors are now planning to present the FY24 Audit at the June Board meeting (most likely via Zoom). Carrie also gave an update on the progress of the BPD Personnel Policy Manual revision.

In the Parks report, John informed the board that the drainage work at Johnson Park will begin shortly. The trail camera at Johnson park has been relocated and updated to record continuously – motion activated. This camera was previously set for only certain times. John has also been busy with spring preparations at the parks, including installing boat docks, turning on/repairing drinking fountains, adding mulch, and spraying weeds. In addition, he has stained and sealed all park bench boards that have become weathered. The bench that was recently vandalized/damaged is currently being stripped and powder-coated in Rockford.

In the Recreation report, Aydin reported that spring soccer ended on 5/10. Regular baseball/softball games began on 5/19, T-ball and Tiger Cub T-ball games begin 5/31 and Coach Pitch games begin on 6/2. Athletic sport camps this summer include Tennis, Track & Field, Soccer & Goalie, Boys Basketball and Girls Basketball. All camps will be completed prior to June 27<sup>th</sup> when the school begins construction on the indoor track in the PE Center. Aydin also highlighted the upcoming special events, previous senior events and upcoming senior events.

The Fitness report highlighted excellent attendance numbers in the majority of our fitness classes and 66 personal training sessions in April (all conducted by Ashley)!

In the Cultural Arts report, Jessica stated that birthday parties continue to be popular and that the non-recital tiny tots dance class that just ended had 20 participants. The competition team performed very well and received multiple awards at their last competition of the season in Davenport, IA on May 9<sup>th</sup> – 11<sup>th</sup>. Lastly, Recital 2025 will take place June 14<sup>th</sup> & 15<sup>th</sup>.

**8.2 BOARD:** None

**9.0 Closed Session:** None

**10.0 Adjournment**

Commissioner Griffith made a motion to adjourn at 7:28 p.m. Commissioner Oracki seconded the motion, which passed on voice vote of 5-0.

Bruce D. Boyle      6/17/25  
Signature                      Date

Jeff Walcott      6-17-25  
Signature                      Date