

**Byron Park District Regular Meeting Minutes**

Tuesday, May 21, 2024 at 6:05 p.m.

Byron Park District Board Room

**1.1** Commissioner Jeffrey called the Regular Meeting of the Board of Commissioners to order at 6:05 p.m.

**1.2** On roll call, the following were:

**PRESENT:** Commissioners Boyle, Griffith, Jeffrey, and Oracki.

**ABSENT:** Wilmarth.

**STAFF PRESENT:** Director Paul Zepezauer, Superintendent of Parks, John Walters, and Superintendent of Recreation, Nick Warrner.

**GUESTS:** Joe Laudont with Lauterbach & Amen, LLP

**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 Griffith 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 16, 2024:** Commissioner Griffith made a motion to approve the Regular Meeting Minutes of April 16, 2024 as presented. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 4-0.

**5.1 APPROVAL OF THE 2023 ANNUAL FINANCIAL REPORT:** Commissioners reviewed the Management Letter and Annual Financial Report. Joe Laudont with Lauterbach & Amen provided an overview of the documents, highlighting the District's change in net position, fund balances, and long term debt. Commissioner Oracki made a motion to approve the 2023 Annual Financial Report. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

\*Joe Laudont exited at 6:16 p.m.

**5.2 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING APRIL 30, 2024:** Director Zepezauer advised April was another strong month for the Recreation Fund. Fee revenue was up from 2023. Dance and the PE Center continue to be the highest sources of income and expenses. Bank Balances and Payroll were reviewed. Commissioner Griffith made a motion to approve the Treasurers Report for the month ending April 30, 2024. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 4-0.

**5.3 APPROVAL OF BILLS FOR APRIL 2024:** Commissioners reviewed the list of bills for April 2024. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.

**6.0 OLD BUSINESS:** None.


**7.1 APPROVAL OF THE 2023 ANNUAL REPORT:** Commissioners viewed the 2023 Annual Report, which will be posted online and on Facebook. Commissioner Oracki made a motion to approve the 2023 Annual Report. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.

**8.1 DIRECTOR/STAFF REPORTS:** Director Zepezauer provided an update on the Byron Park District App, which is available on Apple devices but has yet to receive approval from Google/Android. He also updated the board on the theatre program, an IAPD survey, and a request for a granite memorial bench. Discussion ensued and the board requested that staff look into the possibility of adding another bench option to the memorial policy. A three-year history of Punch Card and Membership Daily Visits was reviewed. The HR/Safety Report included updates on certification courses, inspections, and the annual staff appreciation event. The parks report included updates on maintenance at the parks and the expected completion schedule of the multipurpose room. The Recreation report included updates on the completion of spring soccer and the start of baseball and softball games. Fitness classes attendance numbers and upcoming special events were reviewed. Dance classes are gearing up for the annual recital in June. The Dance Competition Team performed in their third competition and brought home numerous awards.


**8.2 BOARD REPORTS:** Commissioner Jeffrey attended a meeting hosted by the city to obtain feedback regarding their upcoming survey that will go out to the residents. Commissioner Oracki attended a meeting hosted by the school district and updated the board and staff on their upcoming future projects.

**9.0 CLOSED SESSION:** None.

**10.0 ADJOURNMENT:** Commissioner Oracki made a motion to adjourn at 6:56 p.m. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.



Signature



Date



Signature



Date