

Byron Park District Regular Meeting Minutes
Tuesday, September 20, 2022 at 6:00 p.m.
Byron Park District Board Room

1.1 Commissioner Wilmarth called the Regular Meeting of the Board of Commissioners to order at 6:00 p.m.

1.2 On roll call, the following were:

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

ABSENT: None.

STAFF PRESENT: Director Paul Zepezauer, Nick Warrner, Elaine Carow, and John Walters.

GUESTS: None.

2.0 PUBLIC COMMENT: Director Zepezauer provided a letter to the Board of Commissioners regarding feedback from Silver Sneakers participants requesting the district address the direct sunlight during morning classes in the Dance Studio; staff ordered blinds.

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 Oracki seconded the motion, which passed unanimously on voice vote 5-0.

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF AUGUST 16, 2022: Commissioner Jeffrey made a motion to approve the Regular Meeting Minutes of August 16, 2022 as presented. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 5-0.

5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING AUGUST 31, 2022: Director Zepezauer provided the Treasurers Report for the month ending August 31, 2022. Director Zepezauer provided a review of deferred revenue advising a change in the payment set up for recital dance classes reflects an increase. Early projections indicate a year-end surplus in the Recreation Fund. Discussion regarding the Recreation Fund Comparisons by Department occurred. Group Fitness continues to reflect a loss; Director Zepezauer advised staff would look at reallocation in the 2023 budget process as revenue is a portion of membership sales. Income Statements, July Payroll, and Bank Balances were reviewed. Commissioner Jeffrey made a motion to approve the Treasurers Report for the month ending August 31, 2022. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

5.2 APPROVAL OF BILLS FOR AUGUST 2022: Commissioners reviewed the list of bills for August 2022. Commissioner Oracki made a motion to approve the bills as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

6.1 APPROVAL OF RESOLUTION 2022-01 DECLARING SURPLUS PROPERTY: Director Zepezauer provided a copy of the Brighton Ridge Resolution. A signed copy will be filed with Ogle County. Commissioner Jeffrey made a motion to approve Resolution 2022-01 Declaring Surplus Property. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.


7.0 NEW BUSINESS: None.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer reported John Hawk of Hawk Computing notified the District he will no longer be providing IT services. Staff is in the process of finding a new IT contractor. Staff are in the early stages of the budget process. Director Zepezauer suggested the budget meeting be scheduled at 5:00 p.m. prior to the November 15 Regularly Scheduled Meeting; Commissioners agreed. The Punch Card and Membership Daily Visit 4 Year History reflects the highest visits have been. The HR/Safety Report was provided; the annual safety course is up and running. Carrie will be instructing a CPR/AED and First Aid course and a recertification course in the upcoming weeks. New Juice Bar menus are in the Fitness Center. Several new shakes were added including kids shakes and crushed fruit shakes. The Parks Report included the completion of the Johnson Park Playground and fall projects. The District maintenance truck was recently involved in an accident with minor damages; repairs are scheduled. The Recreation Report provided an athletic update. Fall Outdoor soccer concludes 10/8 and Tiger Cub Soccer began September 10 with 60 participants. Staff are offering a free agility & conditioning class on Monday evenings for U9-U13 District soccer players. Planning for basketball and potential changes to the spring baseball/softball seasons is underway. Fitness staff are looking forward to the Fall Open House on September 27. Tiger Den Childcare is averaging 30-40 participants per day; online registration is open, several new staff were hired, and 99 Tiger Den Passes issued. Dance registration took in approximately 350 class registrations, the highest number of enrollments to date. The Dance Competition Team had 32 dancers accept their spot on the team for the 2022-23 season; teams will compete at 3 different Regional Competitions. The Tiger 10 Miler had 154 registrations and the post-race party at Hairy Cow was a success! Upcoming event updates included Cosmic Swim, Newsies, the Turkey Trot 5K, Halloween on the Prairie and the Pumpkin Smash. The Marketing Report included planning for the Fall Fitness open house, creation of informational welcome folders, new branded giveaways, and updated smoothie media. Content for the Winter/Spring Guide is due October 7.

8.2 BOARD REPORTS: Commissioner Oracki suggested the District look in to adding a concession truck. Conversation regarding the replacement of broken mirrors occurred. Consensus is to raise the mirrors to prevent future breaks due to dropped equipment.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Jeffrey made a motion to adjourn at 6:46 p.m. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

 10/10/2022

Signature

Date



Signature

Date