

**NOTICE**  
**BOARD OF COMMISSIONERS MEETING**  
Tuesday, October 15th, 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 6:05pm.

1.2 On roll call, the following were:

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

**ABSENT:** None

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

**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 Oracki 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 SEPTEMBER 17, 2024:** Commissioner Oracki made a motion to approve the Regular Meeting Minutes of September 17, 2024 as presented. Commissioner Boyle seconded the motion, which passed on voice vote of 5-0.

**4.2 APPROVAL OF THE SPECIAL MEETING MINUTES OF SEPTEMBER 23, 2024:** Commissioner Wilmarth made a motion to approve the Special Meeting Minutes of September 23, 2024 as presented. Commissioner Boyle 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 SEPTEMBER 30, 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 September 30, 2024.

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

**5.2 APPROVAL OF BILLS FOR SEPTEMBER 2024**

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

6.0 Old Business: None

7.0 New Business:

7.1 RESOLUTION TO INCLUDE COMPENSATION PAID UNDER AN IRC SECTION 125 PLAN AS IMRF EARNINGS.

7.2 RESOLUTION TO INCLUDE CASH PAYMENTS IN LIEU OF OR RELATED TO HEALTH INSURANCE AS IMRF EARNINGS.

Carrie Stralow explained the need for these resolutions after the IMRF Auditor discovered that we include insurance payments and/or stipends as IMRF earnings. Either method is acceptable, but if they are included, then resolutions need to be on file.

Commissioner Wilmarth mad a motion to approve both resolutions as presented. Commissioner Oracki seconded the motion, which passed on a voice vote of 5-0.

8.0 Reports

8.1 DIRECTOR / STAFF

Director Warrner provided an update on facility cleaning. He has met with both Buster and Brent from the school in regards to cleaning, so the school is aware of our dissatisfaction. Commissioner Griffith commented that staff has improved on cleaning in the fitness center, but the bathrooms/locker rooms are not being cleaned and floor is sticky. Commissioners reviewed the cleaning quotes/descriptions and agreed that biweekly or monthly is not enough to keep our facility clean to the standards we want. Discussion was had regarding the janitorial supplies/closet that would be needed if we were responsible for cleaning our area. Director Warrner suggested asking for additional quotes for cleaning after large events and to continue to have staff clean our areas daily.

Director Warrner informed the board that the Superintendent of Recreation position will not be filled at this time. Instead, the job duties have been disbursed. Aydin will now oversee the Fitness/PE Center Staff and Aquatics and Carrie will oversee Guest Services Staff. Lastly, Director Warrner discussed how the budget must be on file for 30 days before adoption, so we needed to set-up a meeting in November prior to the regular board meeting. It was determined to schedule a Special Budget Meeting on Tuesday November 12<sup>th</sup> at 6 pm.

The HR/Safety Report included updates on staff hiring and training. The parks report included updates on the dance stage, Oregon Parade and quotes on new flooring in the Tiger Den room. The Recreation report included athletics, Tiger Den, and the dance program. Fitness class attendance numbers and upcoming special events were also reviewed.

8.2 BOARD

Commissioner Oracki reminded staff to invoice the boosters for the Morrissey family memorial brick at Hamas Park and to check local bank's interest rates.

9.0 Closed Session: None

10.0 Adjournment

Commissioner Oracki made a motion to adjourn at 7:01p.m. Commissioner Boyle seconded the motion, which passed on voice vote of 5-0.

  
Signature

11-19-2024  
Date

 Bruce D Boyle  
Signature

11-19-24  
Date