



**Hampshire Township Park District
Board of Commissioners
Working Meeting Minutes
July 8, 2019**

Call to Order:

At 6:31 p.m., President Looman called the meeting to order.

Commissioners Present: Nathan Looman, Jamie Herrmann, Jennifer Reid, Joe Majcher, Meagan Tiffany

Commissioners Absent:

Staff Present: Laura Schraw- Executive Director, Patti Prill- Finance/HR Director

Commissioner Reid made a motion to approve the agenda. Seconded by Commissioner Herrmann. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Discussion Items:

A. Hampshire Ridge Update- No new updates

B. Comprehensive Plan Update- No new updates. Executive Director Schraw will meet again on Wednesday 7/10/2019 and update the Board of Commissioners after this meeting.

C. Community Survey- Executive Director Schraw has been securing updated quotes and will let the Board know at the next meeting. President Looman asked clarifying questions in regards to the Comprehensive Plan and Community Survey. Executive Director Schraw said the Comprehensive Plan and Community Survey will work together to give the Park District a long term plan and goals.

D. Sports / Facilities Survey - Executive Director Schraw feels it is more important to push the Community Survey at this time as the Park District needs a minimum number of entries for the surveys and does not want two surveys to go out as the Community Survey should encompass the Sports/Facilities Survey.

E. Veteran's Memorial Update - The VFW is meeting on 7/8/2019 to approve the agreement Executive Director Schraw wrote.

F. Tuscany Woods Construction timeline / update - Executive Director Schraw posted on the Tuscany Woods Facebook group that playground construction has begun at the park. The playground should be completed in 2-3 weeks.

G. Marketing Video – Summer Camp- President Looman asked if, as a Park District, we could create small videos clips to advertise summer camp. President Looman also asked if the Park District could interview some of the children and ask what their favorite park of summer camp was. Executive Director Schraw will inquire with PDRMA and report back to the Board.

H. Communication Action Plan - After Hours / Weekends - President Looman asked if there was a contact number/person for after hours. Executive Director Schraw reports that there is a contact person/number on the reservation form, which is highlighted and circled when the reservation form is returned to the Park District office. President Looman also asked that there be a paper in the First Aid Kit with an emergency contact in case of accident/emergency.

I. Seyller Thank You/Gator Purchase - The Board decided to send Buck Bros and River Valley Turf a thank you card to help the Park District with the purchase of the Gator.

J. Ream- Treadwell Field Lights- Executive Director Schraw emailed the Board the quotes with the agenda for today's meeting. Executive Director Schraw asked if the Board had any additional questions about replacing the lights vs. fixing the broken lights. The quote from Musco includes replacing all lights and fixturing. Executive Director Schraw reports that the new lights should last about 10 years. Executive Director Schraw will inquire about a warranty.

President and Commissioners Reports: Commissioner Majcher asked what the Park District's role in Coon Creek is. Commissioner Majcher also inquired about adding/changing a 5k to the Coon Creek Classic. Commissioner Majcher also asked the Board to think about adding a Turkey Trot 5k. Commissioner Majcher asked if we are advertising enough for our current events.

Director Reports: Executive Director Schraw asked if our next meeting would work to do a formal Board photo. The Board of Commissioners agreed to the date for the formal Board photo.

Adjournment: At 7:11 p.m. Commissioner Tiffany made a motion to adjourn the meeting. Seconded by Commissioner Majcher. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.