



**Hampshire Township Park District
Board of Commissioners
Board Meeting Minutes
December 17, 2018**

Call to Order:

At 6:30 p.m., President Nathan Looman called the Board meeting to order.

Commissioners Present: Nathan Looman, Jamie Herrmann, Aaron Kelly, Jennifer Reid

Commissioners Absent: Bill Hornbeck

Staff Present: Laura Schraw- Executive Director, Patti Prill- Finance Director, Toby Koth- Parks Supervisor.

Approval of Agenda: Commissioner Herrmann made a motion to approve the amended agenda. Seconded by Commissioner Kelly. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Consent Agenda

- A. Approval of November 26, 2018 Public Hearing Meeting Minutes
- B. Approval of November 26, 2018 Meeting Minutes
- C. Approval for the July 2018 Treasurer's Report
- D. Approval of payables paid between meetings from November 22, 2018 to December 13, 2018 in the amount of \$21,548.18

Commissioner Kelly inquired about tuition revenue projections for daycare and tuition for ETC as it appears that the Park District will exceed the projected revenue amount. Executive Director Schraw explained that our billing changed as well as the Park District ran summer camps that parents were encouraged to sign up for that all contributed to the extra revenue. Commissioner Kelly inquired if this extra revenue could be used toward capital expenses.

Commissioner Kelly made a motion to approve the consent agenda items. Seconded by Commissioner Herrmann. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

Director's Report- Executive Director Schraw reported that on December 3rd she went to a Game Time seminar- they are matching 50% of purchases for their equipment, deadline to apply is in January 4, 2019. Someone from Game Time will be doing a research grant and would be taking data on how the children used the play and incorporated play on the equipment. Executive Director Schraw reported that OSLAD grants should be awarded by March 1st, 2019. COMED rebate update: \$12,642 was our final rebate, and our cost was \$10,700 to switch over to LEDs. The Park District should recoup cost of lights in 1 year. There will be a safety meeting with updated safety binder this week. The new website should be up and live as of next week.

Staff Reports

Youth Education Director- Director Kesse reported on happenings at the daycare/preschool. This week's activities include movie day, baking gingerbread cookies, grandparent-child Christmas gift activity, pajama day and gift exchange day. The lights in the classrooms have been updated. During Christmas break rooms will be painted, carpeting replaced and floors waxed.

Finance/Human Resources Director- Finance Director Prill reported that open enrollment went very smoothly. The Park District will begin emailing direct deposit notices starting 2019 which will save time and money (supplies cost). Director Prill has discovered when doing the July Treasurer's report Card Connect has their charges going into a checking account and on the 3rd day they subtract their fees from the deposit so it would either show up as a charge or as a deposit for the remainder. Director Prill worked with Heartland Bank and will have separate money market accounts for Card Connect to deposit/withdraw into.

Recreation Supervisors- Supervisor Prill reported on Session 1 of Basketball wraps up this weekend. Session 2 sign up has started. Supervisor Prill would like to draft for 7th and 8th grade basketball. The athletics program will be playing with Huntley this year (they have 6 teams and Hampshire has 4). The referee company has been going well. New gym attendant has been working out well and has been helping with things at the gym. There will be a 7th/8th grade volleyball camp run by a parent. Supervisor Prill met with the Elgin Sports Commission and they are interested in filling our fields for extra practices and tournaments.

Supervisor Barone reported on past events that included the Tree Lighting, Sip n Sign, Grinch Candy Cane Hunt (167 pre-registered), and Letters from Santa. Supervisor Barone has been working on the upcoming brochure as well.

Parks Supervisor- Supervisor Koth reported on maintenance updates at the preschool. All vehicles are in the process of being stickered. Supervisor Koth reported on general maintenance and upkeep with waxing and general maintenance and upkeep.

President's Report- None

Board Commissioner Reports- None

New Business

A. FY20 Budget Calendar

Executive Director Schraw informed the Board of Commissioners with the timeline for the upcoming year.

Old Business- None

Executive Session: At 7:31 p.m. Commissioner Reid made a motion to adjourn to Executive Session for Discussion of meeting minutes lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (5 ILCS 120/2 from Ch. 102, par. 42,c. 21.)

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. (5 ILCS 120/2 from Ch. 102 par. 42 c.1.)

Motion seconded by Commissioner Kelly. Motion passed 3 Ayes, 0 Nays, 0 Abstain.

At 8:06 p.m. Commissioner Herrmann made a motion to resume the regular board meeting. Seconded by Commissioner Reid. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

Release of Executive Session Meeting Minutes

Commissioner Kelly made a motion to not release meeting minutes from May 20, 2013, December 16, 2013, January 29, 2018 and February 14, 2018. Seconded by Commissioner Herrmann. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

Commissioner Kelly made a motion to release executive session meeting minutes from October 21, 2013, November 16, 2015, November 21, 2016, May 7, 2018, May 21, 2018, June 18, 2018, July 2, 2018, July 16, 2018 and August 20, 2018. Seconded by Commissioner Herrmann. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

Motions Resulting from Executive Session- None

Adjournment: At 8:09 p.m. Commissioner Herrmann made a motion to adjourn the meeting. Seconded by Commissioner Reid. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

