



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
August 23, 2021**

Call to Order:

At 6:30 p.m. President Herrmann called the meeting to order.

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

Commissioners Absent:

Staff Present: Laura Schraw- Executive Director, Patti Prill- HR/Finance Director, Stephanie Barone- Recreation Supervisor, Michael Prill- Athletics Supervisor, Ashley Freer- Early Childhood Director

Commissioner Tiffany made a motion to approve the agenda with the amended consent agenda items. Seconded by Commissioner Majcher. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Consent Agenda:

- A. Approval of June 28th, 2021 Public Hearing Meeting Minutes
- B. Approval of June 28th, 2021 Executive Session Meeting Minutes
- C. Approval of June 28th, 2021 Meeting Minutes
- D. Approval of July 26th, 2021 Meeting Minutes
- E. Approval of June 2021 Treasurer's Report
- F. Approval of payables paid between meetings from 06/29/21 to 07/29/21 in the amount of \$107,104.13
- G. Approval of July 16, 2021 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account in the amount of \$200,000.00.
- H. Approval of payables paid between meetings from 07/29/21 to 08/19/21 in the amount of \$214,845.84
- I. Approval of July 16, 2021 Transfer of Funds within Heartland Bank, from Money Market #0219 to checking account in the amount of \$200,000.00
- J. Approval of August 19, 2021 Transfer of Funds within Heartland Bank, from Money Market #3584 to checking account in the amount of \$189,853.47
- K. Approval of August 19, 2021 Transfer of Funds within Heartland Bank, from Money Market #2206 to checking account in the amount of \$126,863.69

Commissioner Looman made a motion to approve the Consent Agenda items. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Staff Reports: Staff reports were submitted electronically prior to today's meeting. Parks Supervisor Koth has reported that damage has been happening at Seyller Park weekly. Executive Director Schraw has looked into the camera footage to identify potential vandals. There has been some damage reported at Tuscany Park as well.

Commissioner and Staff Comments: None

New Business:

Shelter Naming Application- Executive Director Schraw presented the Board of Commissioners with the application form to name the shelter within the campsites at the Park at Tuscany Woods. Commissioner Reid shared that the name of the Pavillion is appropriate however the application is incomplete at this time and that the Park District Policy is very specific in what the requirements are. Commissioner Reid is recommending that this be tabled until the application is complete.

Credit Card Authorization- Finance Director Prill reported to the Board of Commissioners that she requesting an approval to apply for a credit card for Ashley Freer, with a credit limit of \$5,000.00. Commissioner Tiffany made a motion for the credit card approval. Seconded by Commissioner Majcher. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Finance Director Prill is also requesting that the Board of Commissioners give permission for any future changes to card holders limits (up to \$10,000) or new card holders, without requesting an approval when ordered by Patricia Prill or Laura Schraw or having to submit minutes from the Board. Commissioner Looman made a motion to approve the Credit Card Authorization. Motion seconded by Commissioner Tiffany. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Personnel Policy Manual Change- HR Director Prill reported that this summer Governor Pritzker implemented a policy that made Juneteenth (June 19th) a state holiday, following the federal implementation of this holiday. The Park District would like to implement Juneteenth as another choice for Building Closure Days. It appears that this holiday is set for that date only and will not be observed on a different day should this holiday fall on a weekend. Commissioner Tiffany made a motion to implement this as a Building Closure Day. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

At 6:55 p.m. Commissioner Reid made a motion to move into Executive Session for 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.) Seconded by Commissioner Majcher. Motion 5Ayes, 0 Nays, 0 Abstain.

At 7:11 pm Commissioner Majcher made a motion to resume the regular meeting. Seconded by Commissioner Looman. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Motions resulting from Executive Session: Commissioner Reid made a motion to give approval to Executive Director Schraw's final review. Seconded by Commissioner Tiffany. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 7:15 p.m. Commissioner Tiffany made a motion to adjourn the public meeting. Seconded by Commissioner Majcher. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

