



**Hampshire Township Park District
Board of Commissioners
Working Meeting Minutes
March 21, 2022**

Call to Order:

At 6:35 p.m. President Herrmann called the meeting to order.

Commissioners Present: Jamie Herrmann, Jennifer Reid, Meagan Tiffany, Tamara Chiu

Commissioners Absent: Nathan Looman

Staff Present: Laura Schraw- Executive Director, Patti Prill- Finance/HR Director, Kim Johnson- ETC Supervisor, Stephanie Barone- Recreation Supervisor, Ashley Freer- DayCare Director

Commissioner Reid made a motion to approve the amended agenda to remove the Oath of Office. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Consent Agenda

A. Approval of February 28, 2022 Meeting Minutes

B. Approval of March 14, 2022 Meeting Minutes

C. Approval of payables paid between meetings from 2/24/22 to 03/18/22 in the amount of \$31,516.75.

Commissioner Reid made a motion to approve the Consent Agenda items. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain

Staff Reports

Staff reports were submitted electronically prior to today's meeting. Finance Director Prill continues to work with MSI and she has been working with the company to fix the issues. She is on the phone daily with MSI with issues and bugs. Color Me Lucky 5K had 119 participants, the weather could have been better. There was lots of positive feedback for having the post race event at the Copper Barrel. Soccer registration went well.

Commissioner and Staff Comments

None

New Business

A. ETC Early Release Days 2022-2023

It is the recommendation that on Early Release days for the 2022-2023 School Calendar that ETC closes at 4:30 pm due to the decreased number of students and to accommodate for staffing. Commissioner Tiffany made a motion to approve the ETC Early Release Day Policy Update. Seconded by Commissioner Reid. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

B. Policy Updates

i. 3+ Sibling Discount Policy

ii. General Refund Policy

iii. Grant Policy

Executive Director Schraw presented to the Board of Commissioners the updated Policy revisions for the 3+ sibling discount policy, the general refund policy and the grant policy moving forward. Commissioner Tiffany made a motion to approve the updated policies. Seconded by Commissioner Reid. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

C. Volunteer Project List

Executive Director Schraw presented the Board the updated Volunteer Project list (formerly known as the Eagle Scout Project List). This list will be updated as projects arise and the Park District has the identified need for all park spaces. Executive Director Schraw will be working with other organizations to get a date for community mulching and park clean up.

Old Business

Adjournment: At 6:53 p.m. Commissioner Reid made a motion to adjourn the public meeting. Seconded by Commissioner Tiffany. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.