



**Hampshire Township Park District
Board of Commissioners
Working Meeting Minutes
April 25, 2022**

Call to Order:

At 6:34 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

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

Citizens to be Heard: Miss Becky attended on behalf of the Hampshire White Riders and presented a donation for the Hampshire Park District.

Consent Agenda

A. Approval of April 11, 2022 Meeting Minutes

B. Approval of payables paid between meetings from 3/22/22 to 4/20/22 in the amount of \$29,449.27.

C. Approval of Transfer of Funds within Heartland Bank from Money Market Account 9632, to Checking Account, in the amount of \$100,000.00 on April 13, 2022.

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

Staff Reports: Staff reports were submitted electronically prior to today's meeting for Commissioner review. Commissioners asked clarifying questions regarding the computers that stopped working. Executive Director Schraw updated the Board on the status of these laptops and the plan moving forward. President Herrmann inquired about what is planned for the Rackow Grand Opening. Executive Director Schraw will be meeting with Supervisor Barone this week to discuss details. Executive Director Schraw will be working with Northwest Little League to improve communication for field conditions.

Commissioner and Staff Comments: None

New Business:

A. FY23 Draft Operating Budget- Executive Director Schraw presented to the Board of Commissioners the FY23 Draft Budget. This budget is to outline the end of FY22 budget and highlight changes to the FY23 budget. Commissioners had the opportunity to ask questions.

Commissioner Reid made a motion to approve the FY23 Draft Operating Budget. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain. Commissioner Reid made a motion to authorize staff to prepare the Budget and Appropriation Ordinance, give notice to the newspaper, and make the Ordinance available for public inspection for 30 days prior to the public hearing. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

B. Wage/Salary Ranges- Executive Director Schraw presented to the Board of Commissioners a proposed wage/salary range. Schraw expressed the need to establish salary and wage ranges for the Park District as it was difficult to determine what rates we should be advertising for open positions. Commissioner Tiffany made a motion to approve the proposed wage/salary ranges. Seconded by Commissioner Reid. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Old Business: None

Adjournment: At 7:25 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.