



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
December 12, 2022**

Call to Order:

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

Commissioners Present: Jamie, Herrman, Jennifer Reid, Meagan Tiffany, Tamara Chiu, Nathan Looman

Commissioners Absent:

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

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

Citizens to be Heard:

Consent Agenda:

- A. Approval of November 28, 2022 Public Hearing Meeting Minutes**
- B. Approval of November 28, 2022 Meeting Minutes**
- C. Approval of November 28, 2022 Executive Session Meeting Minutes – not to release**
- D. Approval of December 5, 2022 Meeting Minutes**
- E. Approval of December 5, 2022 Executive Session Meeting Minutes – not to release**
- F. Approval of payables paid between meetings from 11/26/22 to 12/08/22 in the amount of \$15,808.46.**

Commissioner Herrmann 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 for Commissioner review prior to the meeting. Commissioners had the opportunity to ask any clarifying questions to staff present at today's meeting.

Commissioner and Staff Comments: Commissioners commented on how well attended Holidays on State was, and many positive comments were received. President Looman inquired about staffing in all departments and if the Park District is adequately staffed. Executive Director Schraw spoke to the staffing needs of the Park District.

Old Business: None

New Business:

A. Proposed Recreation Facility Public Meeting- Executive Director Schraw would like to schedule the public meeting for the proposed recreation facility for January 11, 2023 at 6:30 pm. A representative from Wight will be here and there will be a presentation.

B. Little People Playtime Program Fees- Director Freer is recommending a 2% fee increase for daycare for the 2023-2024 school year to offset the rising cost of staffing as well as other costs. There will be no increase for preschool at this time. Commissioner Herrmann made a motion to increase daycare fees. Seconded by Commissioner Chiu. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

C. Personnel Policy Changes- Director Prill provided the Board of Commissioners the proposed personnel policy changes. In order to update our employee manual with the changes to the Family Bereavement Act that goes into effect on January 1, 2023, language in our personnel policy needs to be changed. Commissioner Reid made a motion to approve the personnel policy changes. Seconded by Commissioner Tiffany. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

D. Municipal Advisor Agreement- Executive Director Schraw provided an agreement for Raymond James as the Municipal Advisor for the Hampshire Township Park District for 2023. President Looman questioned the cost of the handling fee for the bonds at \$2/\$1,000. President Looman is looking for clarification on the fee and the amount of money it would cost the Park District in addition. Commissioner Chiu made a motion to approve the municipal advisor agreement with the removing of section 3, number 2. Seconded by Commissioner Tiffany.

Roll Call Vote:

Chiu- Aye

Herrmann- Aye

Reid- Aye

Tiffany- Aye

Looman- Aye

Motion passed 5 Ayes, 0 Nays, 0 Abstain.

E. Semi-annual Review of Executive Session Meeting Minutes- Executive Director Schraw provided the Board of Commissioners executive session meeting minutes. Unpublished written minutes of all closed meetings are to be reviewed not less than semi-annually.

At 7:07 p.m. Commissioner Reid made a motion to enter into Executive Session for:

The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. (5 ILCS 120/2 from Ch. 102 par. 42 c.5.) and Discussion of minutes of meetings 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.) Seconded by Commissioner Herrmann. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

At 7:11 p.m. Commissioner Herrmann made a motion to resume the regular meeting. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Motions Resulting from Executive Session-

Commissioner Reid made a motion to not release the executive session meeting minutes from November 28, 2022 and December 5, 2022. Seconded by Commissioner Tiffany Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 7:12 p.m. Commissioner Reid made a motion to adjourn the public meeting. Seconded by Commissioner Chiu. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.