



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
April 24, 2023**

Call to Order:

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

Commissioners Present: Nathan Looman, Jennifer Reid, Jamie Herrmann, Tamara Chiu

Commissioners Absent: Meagan Tiffany

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

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

Citizens to be Heard: None

Consent Agenda:

- A. Approval of March 27, 2023 Meeting Minutes
- B. Approval of April 10, 2023 Special Meeting Minutes
- C. Approval of April 10, 2023 Executive Session Meeting Minutes – not to release
- D. Approval of April 10, 2023 Meeting Minutes
- E. Approval of payables paid between meetings from 3-28-23 to 04-20-23 in the amount of \$35,137.06.
- F. Approval of March 31, 2023 Transfer of Funds within Heartland Bank, from Money Market #9632 to checking account in the amount of \$100,000.00.
- G. Approval of April 7, 2023 Transfer of Funds within Heartland Bank, from Money Market #9632 to checking account in the amount of \$100,000.00.
- H. Approval of October 2022 Treasurers Report.
- I. Approval of November 2022 Treasurers Report.
- J. Approval of December 2022 Treasurers Report.

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

Director Reports: Staff reports were submitted electronically prior to the meeting for Commissioner review. President Looman inquired about getting Supervisor Prill an assistant to help with the Athletics duties. President Looman also inquired if Supervisor Koth is adequately staffed. Director Prill stated that Supervisor Koth is doing his own hiring. Supervisor Prill did find an umpire for softball. It was reported that approximately 500 ice cream treats were given away at the 75th Anniversary Party.

Commissioner and Staff Comments: None

Old Business: None

At 6:55 p.m. Commissioner Reid made a motion to go 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.) Seconded by Commissioner Chiu. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

At 7:37 p.m. Commissioner Herrmann made a motion to resume the regular meeting. Seconded by Commissioner Chiu. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Motions Resulting from Executive Session:

A. Discussion and possible approval on Administration Office Relocation- Commissioner Herrmann made a motion to approve 2 year lease for no more than \$2000/month for the property at 182 S State Street. Seconded by Commissioner Reid. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

B. Discussion and possible approval on amendment to a real estate contract between Hampshire West LLC and the Hampshire Township Park District- Commissioner Herrmann made a motion to approve the contract amendment to the real estate contract. Seconded by Commissioner Chiu. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

New Business:

A. FY24 Draft Budget- Executive Director Schraw presented the Board of Commissioners with the final draft budget for FY24. Schraw is requesting a change to the proposed draft budget to cover the LPP South building. Commissioner Herrmann made a motion to authorize staff to prepare the Budget and Appropriation Ordinance. Seconded by Commissioner Chiu.

President Looman called the roll:

Chiu-Aye
Herrmann-Aye
Looman-Aye
Reid-Aye
Tiffany- Absent

Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Commissioner Chiu made a motion to give notice to the newspaper, and make the Ordinance available for public inspection for 30 days prior to the public hearing. Seconded by Commissioner Herrmann. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 8:21 p.m. Commissioner Reid made a motion to adjourn the meeting. Seconded by Commissioner Chiu . Motion passed with 4 Ayes, 0 Nays, 0 Abstain.