



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
April 21, 2025**

I. Call to Order: At 6:30 pm President Looman called the meeting to order.

II. Pledge of Allegiance

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

Commissioners Absent: none

Staff Present: Laura Schraw- Executive Director, Patti Prill-HR/Finance Director

III. Approval of Agenda: Commissioner Chiu made a motion to approve the agenda. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

IV. Citizens to be Heard: None

V. Consent Agenda

- A. A. Approval of March 17, 2025 Meeting Minutes
- B. B. Approval of April 7, 2025 Working Meeting Minutes
- C. C. Approval of April 7, 2025 Executive Session Meeting Minutes – not to release D. Approval of payables paid between meetings from 3/14/25 to 04/18/25 in the amount of \$84,203.86.
- D. E. Approval of Transfer of Funds within Heartland Bank, from Money Market #0219 to Checking Account #0235 in the amount of \$100,000.00.
- E. F. Approval of Transfer of Funds within Heartland Bank, from Money Market #9632 to Checking Account #0235 in the amount of \$100,000.00.

Commissioner Herrmann made a motion to approve the consent agenda with the changes noted of Nate calling the 4/7/25 working meeting to order instead of Jaime. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

VI. Staff Reports: Reports were submitted electronically for commissioners to view.

VII. Commissioner and Staff Comments

VIII. Old Business

IX. New Business

- A. Seyller Park Progress Report:
April 2025

- Had to change the order for the trash cans and picnic tables due to delay in product being able to be shipped.
- Bills need to be uploaded into Amplifund for reimbursement.

B. FY26 Draft Budget:

The FY26 Draft Operating Budget was introduced at the March 3rd, 2025 working board meeting and discussed at the March 17th board meeting. The memo is to outline the end of FY25 budget and highlight changes to the FY26 budget. It also includes the final levy numbers that were received on March 25th

Commissioner Tiffany made a motion to approve the FY26 Draft Operating Budget. Seconded by Commissioner Reid. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Commissioner Herrmann 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 Chiu. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

C. IGA Community Sign

The Village of Hampshire's FY25 Budget includes \$20,000 for a Community Sign at Henpeck Park. The Village has coordinated an Intergovernmental Agreement to co-fund and operate a digital Community Sign with the Hampshire Park District (\$5,000), the Ella Johnson Memorial Library (\$3,500), Hampshire Township (\$3,500), and the Hampshire Fire Protection District (\$100).

The Village Board approved an Ordinance adopting an IGA with the Hampshire Park District, Ella Johnson Memorial Library, Hampshire Township, and the Hampshire Fire Protection District on April 17th.

They received three bids and approved to accept the low bid of \$32,095 from Sign-A-Rama. The contribution from the Park District will give us recognition on the sign as a participating agency and allow us to advertise events, registration deadlines, etc. on the digital sign. An executive committee will be formed to create the guidelines for use of the sign.

Commissioner Herrmann made a motion to approve the IGA for a Community Sign at Henpeck Park and a payment of \$5,000 to the Village of Hampshire for the purchase and installation of the sign, upon the condition that the Park District can have an additional staff member on the executive committee. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

XI. Adjournment – At 7:22 p.m. Commissioner Reid made a motion to adjourn the meeting. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Next meeting – May 5, 2025