Hampshire Township Park District
Board of Commissioners
Meeting Minutes
November 17, 2025

I. Call to Order:

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

II. Pledge of Allegiance

III. Approval of Agenda

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

Commissioners Absent:

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

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. Approval of October 20, 2025 Meeting Minutes
B. Approval of October 20, 2025 Executive Session Meeting Minutes C. Approval of November 3, 2025 Working Meeting Minutes
D. Approval of October 22, 2025 Transfer of Funds within Heartland Bank, from Money Market #0219 to the checking account #0235 in the amount of $100,000.00.
E. Approval of November 5, 2025 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account #0235 in the amount of $100,000.00.
F. Approval of payables paid between meetings from 10/20/2025 to 11/13/2025 in the amount of $49,662.58.
M. Approval of Transfer of Funds within Heartland Bank, from Money Market #0219 to Checking Account #0235 for $100,000.00 on October 16, 2025.

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

VI. Staff Reports**:** Commissioners were able to review the reports prior to the meeting.
Commissioner and Staff Comments on staff reports:

VII. Commissioner and Staff Comments
None at this time.

VIII. Old Business
None at this time.

IX. New Business
A. BSA Agreement Renewal: The agreement is attached for the BSA Pack 22 and Troop 22 regarding the use and maintenance of the Rackow Park Campsites. The Lions club charters the BSA which is why they're on the agreement as well.

Commissioner Tiffany made a motion to renew the Agreement with the Lions Club, Pack 22 and Troop 22. Seconded by Commissioner Chiu. Motion passed 5 ayes, 0 nays, 0 abstains.

B. IAPD Credentials Certificate: The Board needs to appoint a representative as the delegate for the IAPD meeting at the Soaring to Heights Conference on January 29-31st, 2026 to allow someone to vote on matters presented during the Association's Annual Business meeting. This can be any member of the board or staff. The meeting will be held on Saturday, January 31st, at 3:30pm.

C. Mandated Reporter Policies: Policies for Mandated Reporter, Mandated Reporter Acknowledgement, Nonmandatory Reporters, Code of Conduct Acknowledgement and Boundary Violations will be presented for review and approval.

Commissioner Chiu made a motion to approve the mandated reporter policies presented. Seconded by Commissioner Tiffany. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

D. Abatement Ordinance #2025-07: In 2015, we refinanced our debt for the gym and day care addition. The alternate bonds were issued with the intent to use existing revenues to make the debt service payments. As an additional security, there is a separate tax levy on file with the County Clerk to levy a tax if the revenue intended to be used for debt service payments isn't sufficient.

The intent is not to levy a property tax, but was added to receive a lower interest rate for the financing. Each year the board adopts an Abatement Resolution to instruct the County Clerk to not levy the tax.

The Board will annually need to approve an abatement ordinance as attached.

Commissioner Herrmann made a motion to approve the ordinance abating the tax hereto levied for the year 2025 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015, of the Hampshire Township Park District.. Seconded by Commissioner Reid.
Roll Call: Commissioner Reid: Aye, Commissioner Chiu: Aye, Commissioner Herrmann: Aye, Commissioner Tiffany: Aye, Commissioner Looman: Aye
Motion passed 5 Ayes, 0 Nays, 0 Abstain.

X. Executive Session

XI. Adjournment**:** At 6:49 p.m. Commissioner Reid made a motion to adjourn the meeting. Seconded by Commissioner Chiu. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

Next meeting - December 1, 2025.