Hampshire Township Park District
Board of Commissioners
Working Meeting Minutes
November 3, 2025

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

I. Pledge of Allegiance

II. Approval of Agenda

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

Nathan Looman

Commissioners Absent: Meagan Tiffany

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

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

III. Citizens to be Heard: None

IV. Commissioner and Staff Comments: None at this time.

V. Agenda

A. Communication/Reporter Policies: Policies were provided for review for mandated reporter, nonmandatory reporter, code of conduct and boundary violations. Electronic communication policy was not recommended for approval at this time until we can have additional guidance from PDRMA and legal. Looman asked about training for coaches and spoke about SafeSport, discussed that a training could be tied into program discount which has been previously discussed.

B. HCCCD 2026: Proposal was provided for the 2026 layout. The Board is fine with the layout and use of the 5 acre (carnival closer to the street) and 5 of the 9 acre parcel (stage and food trucks) and the Village property for parking. Requested to level up our sponsorship for the use of the property and to have that in writing.

C. Processing Fees Update: Finance provided information regarding the processing fees. Further information was requested regarding the merchant fees and will be provided at another meeting.

D. Refinancing Discussion: ED Schraw shared refinancing options that were discussed with Aaron Gold of Speer Financial. At this time there is no recommendation to refinance

VI. Executive Session: None.

VII. Adjournment**:** At 7:15p.m. Commissioner Chiu made a motion to adjourn the meeting. Seconded by Commissioner Herrmann. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

Next meeting - December 1, 2025.