Hampshire Township Park District
Board of Commissioners
Meeting Minutes
April 20, 2026

I. Call to Order:

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

II. Pledge of Allegiance

III. Approval of Agenda

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

Commissioners Absent:

Staff Present: Laura Schraw- Executive Director

Commissioner Reid made a motion to approve the agenda with the addition of an executive session. Seconded by Commissioner Chiu. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

IV. Citizens to be Heard: None

V. Consent Agenda

A. Approval of March 16, 2026 Meeting Minutes
B. Approval of March 16, 2026 Executive Session Meeting Minutes
C. Approval of April 6, 2026 Working Meeting Minutes
D. Approval of March 31, 2026 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account #0235 in the amount of $100,000.00.
E. Approval of April 9, 2026 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 April 9, 2026 Transfer of Funds within Heartland Bank, from Money Market #9632 to the checking account #0235 in the amount of $100,000.00.

Commissioner Herrmann made a motion to approve the consent agenda with the change to add “not to release” to item B. 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.
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VII. Commissioner and Staff Comments
Questions about ETC enrollment numbers and how they compare to years past.

VIII. Old Business
A. Draft FY27 Budget: things are going to be switched over by May 1st.

Commissioner Herrmann made a motion to approve the FY27 Draft Operating Budget. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Roll call:
Commissioner Chiu: Aye
Commissioner Herrmann: Aye
Commissioner Reid: Aye
Commissioner Tiffany: Aye
Commissioner Looman: Aye

Commissioner Reid 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 Herrmann. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Roll call:
Commissioner Chiu: Aye
Commissioner Herrmann: Aye
Commissioner Reid: Aye
Commissioner Tiffany: Aye
Commissioner Looman: Aye

IX. New Business
A. Ordinance authorizing the issuance of General Obligation Refunding Park Bonds (Alternate Revenue Source), in an aggregate principal amount not to exceed $2,500,000, to refund certain outstanding obligations of the District and to pay expenses incident thereto. This will be locked in for 8 years.

Commissioner Herrmann made a motion to approve the Ordinance authorizing the issuance of General Obligation Refunding Park Bonds (Alternate Revenue Source), in an aggregate principal amount not to exceed $2,500,000, to refund certain outstanding obligations of the District and to pay expenses incident thereto. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Roll call:
Commissioner Chiu: Aye
Commissioner Herrmann: Aye
Commissioner Reid: Aye
Commissioner Tiffany: Aye
Commissioner Looman: Aye

B. Personnel Manual: One change was that employees will be accruing leave time each pay period. This will be done from the 26 pay periods.

Commissioner Tiffany made a motion to approve the Personnel Manual as previously presented with the modification to the vacation earning rate to 26 pay periods. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

C. Coach Incentive: The PD is currently facing difficulty filling coaching positions. Coaches will also have to begin some coaching training. ED Schraw and Mr. Prill were discussing adding some incentives to attract coaches. One option is to offer a 50% credit on their registration coasts. This would be for head coaches only. US safe sport is a program that is commonly used for coaches.

Could be beneficial to have a coaches meeting at the beginning of each season. This could benefit new coaches who have never run a team before. Having more readily available resources to assist coaches would also be helpful.

X. Executive Session

At 8:29 pm Commissioner Reid made a motion to move into Executive Session for the Appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers, pursuant to 5 ILCS 120/2 Sec. 2(c)(1) of the Open Meetings Act. Seconded by Commissioner Chiu. Motion passed 5 Ayes, 0 Nays, 0 Abstain

At 9:47 pm Commissioner Reid made a motion to resume the general meeting. Seconded by Commissioner Chiu. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Commissioner Reid made a motion to vote on the 50% credit offered to head coaches upon completion of the spring sports season for each team head coached. Seconded by Commissioner Chiu. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

XI. Adjournment**:** At 6:59 p.m. Commissioner Chiu made a motion to adjourn the meeting. Seconded by Commissioner Reid. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Next meeting - May 4, 2026.