



**Bourbonnais Township**  
PARK DISTRICT

*Enriching the  
Quality of Life*

***Bourbonnais Township Park District***

April 27, 2020  
5:30 pm

Exploration Station  
1095 West Perry Street  
Bourbonnais, IL 60914

**NOTICE IS HEREBY GIVEN** that a Board meeting of the Bourbonnais Township Park District will be held on Monday April 27, 2020 at 5:30 pm. The Board meeting will be held at the Exploration Station with limited attendance as permitted by the Gubernatorial Disaster Proclamation in response to COVID-19 (COVID-19 Executive Order 5) exempting the requirement of the Open Meeting Act for the physical presence of the Commissioners at the meeting and permitting Commissioner attendance by video, audio, or telephone access. The Gubernatorial Order limits gathering to 10 people or less and that credential media will be allowed after Board Members and Executives of the park district, and the members of the public. Visitors will be allowed in after the others are counted and be limited to the 10 number .Visitors can view the meeting joining on Zoom at <https://zoom.us/j/8374027701?pwd=c1BRTmtDc0o3bmxjdEp4N2ZLL1YvQT09..> Meeting ID Number 837 402 7701 Password 072059

Call in Number

One tap mobile

+16465588656,,8374027701#,,#,072059# US (New York)

+13126266799,,8374027701#,,#,072059# US (Chicago)

Important: As you install the Zoom software, it will prompt you to enter your name. **Please be sure to use your legal name. Any use of inappropriate names will result in ejection from the meeting.** Plan to join the meeting at least 5 minutes prior to start of meeting. **Everyone is automatically muted.** If you wish to speak during "Open Forum" use the "Chat" function to type a message to the host indicating, you would like to speak. You will then be unmuted to speak. Comments for Open Forum may also be emailed to [hollice@btpd.org](mailto:hollice@btpd.org) by 2:30 pm on Monday April 27, 2020 to be read at the meeting.

**AGENDA**

1. Call to Order, Roll Call, & Pledge of Allegiance
2. Public Comment
3. Presentation

4. Staff Reports
  - a. Executive Director-Hollice Clark (pr. 1)
  - b. Finance/Personnel-Paula Rogers (pg. 3)
  - c. Recreation Department-Sarah Winkel (pg. 38)
  - d. Parks and Grounds/Diamond Point-Joe Galloy & Mike Crews (pg. 41)
  - e. Marketing- Sharon Richardson (pg. 42)
  
5. Ad Hoc Committees
  - a. Special Recreation (*signed meeting minutes from Jan 21 and Feb 18, 2020*) (pg. 43)
  - b. Living History (*no meeting due to COVID-19*)
  
6. Consent Agenda
  - a. Committee of the Whole minutes February 19, 2020 (pg. 45)
  - b. Board Meeting minutes February 24, 2020 (pg. 47)
  - c. Board/Staff Retreat Meeting minutes March 3, 2020 (pg. 50)
  - d. Committee of the Whole minutes on April 8, 2020 (pg. 53)
  
7. Unfinished Business
  
8. New Business
  - a. Approve Statement of Emergency Resolution R20-01 (pg. 69)
  - b. Approval of Bills- March (*March board pkt*)
  - c. Approval of Bills- April (pg. 73)
  - d. Approval of Payroll- March (*March board pkt*)
  - e. Approval of Payroll- April (pg. 80)
  - f. Approve Disposal Ordinance 2020-01 (pg. 83)
  - g. Approve Annexation Ordinance 2020-02 (pg. 86)
  - h. Discussion of Auditors Proposal (pg.95)
  - i. Approve Electrical contractor for extension of electric service to storage building at Willowhaven Park & Nature Center (pg. 96)
  - j. Approve Contractor for concrete work for storage building at Willowhaven Park & Nature Center (pg. 100)
  - k. Discussion on District's COVIAD-19 pandemic
  - l. Select a President Pro Tem to preside over the election of officers of the Bourbonnais Township Park District
  - m. Election of Officers of the Bourbonnais Township Park District (pg. 101)
    1. President
    2. Vice President

- n. Board Appointments (pg. 102)
  - 1. Board Attorney
  - 2. Board Secretary
  - 3. Board Treasurer
  - 4. Assistant Board Secretary
- o. Board Committee Assignments (pg. 103)
  - 1. Special Recreation
- p. Other

**If closed session is needed the board will be stopping the current zoom feed and once closed session is completed they will be rejoining the zoom meeting once closed session is adjourned.**

- 9. Adjourn to Closed Session
  - a. Items pertaining to 5 ILCS 120/2 (1) (Personnel): The appointment, employment, compensation, discipline, dismissal, performance or personal status of employees.
  - b. Items pertaining to 5 ILCS 120/2 (c) (5) (Real Estate) The acquisition or lease of real property or the selling or rental price of real estate.

#### 10. Adjournment