



**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station
1095 W Perry St, Bourbonnais, IL 60914
August 24, 2020 at 5:30 P.M.**

The August 24, 2020 Board of Commissioners Meeting was called to order by President Hebert at 5:30 pm with the following people present:

Commissioners Present: Wayne Delabre, Clark Gregoire, Anthony Settle, Kim Bennett, Brian Hebert

Appointees Present: Hollice Clark, Dan Borschnack, Michael Hayes

Staff Present: Amanda Langlois, Jen Blair, Sharon Richardson, Sarah Winkel, Mike Crews, Joe Galloy

Visitors Present: Dan & Denise Lowe, Glen Kramer, Chris Beach

Presentation: Hebert thanked the Olde Time Farm Show for everything they have done for Perry Farm and our community. The business they brought here with their shows each year was greatly appreciated. Clark presented to Dan and Denise Lowe a bench that will be placed in the meadow in honor of the Olde Time Farm Show, along with a framed picture of both of them as they were volunteering, during one of many times, at Willowhaven. Dan Lowe then presented the Park District with a monetary donation from the Olde Time Farm Show due to the organization being dissolved. Joe Galloy presented Dan with the Olde Time Farm Show banners that the park district hung throughout the park during the month of their shows.

Staff Reports:

Hollice Clark - Report is given weekly to board. Clark did add that the state statues state that we need to amend the Board Meeting minutes of April and May and add the information regarding the Zoom meetings. The district's trucks have all been delivered and logos have been installed. We will sell the three old trucks after Labor Day. Our region has increase numbers of COVID-19 cases and we will be going back to Phase 3, which means if we stay in this Phase, our next board meeting may have to be offered as a Zoom meeting. Clark stated the bonding information from the attorney. The district has bonding power (non-referendum) in the amount of 1.1 million right now. That increases to 1.5 million at the end of this year, and 2 million in 2021.

Finance & Personnel: Paula Rogers was absent. Clark added that her health is improving and she is on track with the audit and budget.

Rec Department: Sarah Winkel's board report was filed with the August 24, 2020 Board Packet. Winkel wanted to commend Jen Blair, Tammy Marcotte and their staff for doing such a great job

running summer camp, school break days and programs during COVID and dealing with all of the guidelines to keep all children and staff safe. With new guidelines coming out on Wednesday, we will have to make changes as we speak. Winkel wanted to remind the board that we are a recreational facility and not a teaching facility. Our staff is young and is not trained educators, but we can offer support. Hebert thanked Sarah and Nicole Jenkins for the help at Willowhaven when him and the attorney came for a visit.

Diamond Point: Mike Crew's board report was filed with the August 24, 2020 Board Packet. Crews stated they have been busy with projects, tournaments, and games. We have been running at 50% capacity to follow the state guidelines. Starting August 15, 2020, the tournaments are no longer running, they are just games, again, to keep with the guidelines. Hebert also stated when he took the attorney to Diamond Point, Mr. Hayes said it was such a nice complex and took pictures to send back to the office. Bennett wanted to add that at a tournament spectators were complimenting the complex.

Parks & Grounds: Joe Galloy's board report was filed with the August 24, 2020 Board Packet. Galloy added he has been able to do many projects with the way the weather has been. He said they were even able to clean the flooded area at Willowhaven. Busses are checked every 2 weeks and currently is dealing with wasp nests on them. Vandalism is continuing throughout the trails at the park. Compliments were given from the board to Galloy and his staff for their hard work cleaning up after the storm.

Winkel stepped in and reminded everyone that this weekend is the Bio-Blitz program that the district is partnering with the Kankakee County Soil & Water Conservation and ONU.

Marketing: Sharon Richardson's board report was filed with the August 24, 2020 Board Packet. Richardson started by telling everyone that all large scale events have been canceled due to COVID-19. She has been in contact with the Kankakee County Health Dept. and a Halloween trick or treating on the trails is not possible due to contract tracing, crowd control, etc. So there is a plan B, we may partner with the Village of Bourbonnais and the Village of Bradley to do a Halloween Parade. Details are still being worked on. Other than that, she listed the items she's been working on, social media, press releases, annual report, radio announcements, the brochure, etc.

Ad Hoc Committee Reports:

Special Recreation: Minutes were submitted from their June 16, 2020 and July 21, 2020 board meeting and were included in the board packet for August 24, 2020. Settle added that there is still no contract done for the Executive Director of Special Recreation. They have had a great attendance on their Zoom programs. Bennett added that during the shutdown due to COVID19, both Tom Breitenbucher and Dorene Mohler took vacation days each week to help save the district money.

Living History: None

Consent Agenda: A motion was made by Bennett and seconded by Settle to approve the Consent Agenda with the following corrections to the July 27, 2020 Board Meeting minutes.

- Add *Kim Bennett and Brian Hebert at the meeting attendance.*

-Add *“Hebert thanked Sarah Winkel and her staff for doing such a great job during COVID-19 with camp.*

Hebert also asked to add to the Committee of the Whole minutes, *“Hebert thanked Bennett for the years of service she has served on the board”*. And *“Clark said budget should be ready in Sept or Oct”*. All changes will be made to the minutes.

Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.

Unfinished Business: N/A

New Business: Hebert asked if there was a motion to approve the Accounts Payable. Gregoire made the motion and Delabre seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.**

Hebert asked if there was a motion to approve Payroll. Delabre made the motion and Bennett seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.**

Hebert asked if there was a motion to approve Disposal Ordinance 20-05. Settle made the motion and Bennett seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Bennett-AYE, Hebert-AYE. Motion Carried.**

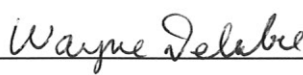
Hebert asked if there was a motion to approve the purchase of the Alarm and Cameras for the Storage Facility at Willowhaven Park and Nature Center. Delabre made the motion and Gregoire seconded. **Roll Call: Settle-AYE, Gregoire-AYE, Delabre-AYE, Bennett-AYE, Hebert-AYE. Motion Carried**

With no further business a motion was made by Bennett to adjourn the meeting at 6:03 pm and seconded by Settle. Motion carried.

Respectfully Submitted by Amanda Langlois



Hollice Clark III, Executive Director Date 10-5-2020



Brian Hebert, President Date 10-5-20

Minutes approved at the September 28, 2020 board meeting