



**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
February 28, 2022 at 5:30 P.M.**

The February 28, 2022 Board of Commissioners Meeting was called to order by President Hebert at 5:30 pm with the following people present:

Commissioners Present: David Zinanni, Anthony Settle, Brian Hebert, William Bukowski

Appointees Present: Amanda Langlois- Board Secretary, Michael Hayes- Board Attorney

Staff Present: Paula Rogers, Joe Galloy, Cheri Smolkovich, Frank Cianci, Nicole Jenkins, Sarah Winkel, Kourtnee Thompson, Jen Blair, Tammy Marcotte, Victor Harling

Visitors: Clark Gregoire, Chris Breach

Public Comment- At this time, Bill Bukowski asked President Hebert for a moment of silence for the suffering of those in Ukraine.

Staff Reports:

IT- Frank Cianci briefly went over his report that is filed with the board packet and included he recently held a Rec Trac training for staff.

Finance & Personnel- Paula Rogers asked if anyone had any questions from the reports she handed out at the Committee of the Whole meeting. No questions were asked.

Exploration Station- Kristi Schu went over the report that is filed with the board packet. She added that the bee exhibit opened and seems to be well liked by patrons. Hebert congratulated her for creating the exhibit.

Recreation Station- Nicole Jenkins stated the reports are with the board packet if anyone has any questions. She added that the brochure will hopefully be in the mailbox April 4, 2022 and Willowhaven will be reopening March 1, 2022.

Diamond Point- No report was submitted and Mike Crews was absent at the meeting.

Parks & Grounds- Joe Galloy's report was submitted in the board packet. He handed out the Matco 5-year fire inspection estimate as well as an estimate for the fence repair. The fence repair doesn't have the cost to fix our inside fence, just the white exterior fence. Hebert told Galloy to proceed with both items as soon as possible.

Marketing- Cherie Smolkovich announced that the district did very well in the Daily Journals' Reader's Choice Awards. The Exploration Station won *#1 Kids Hangout*, Perry Farm Park won

#1 Place to Feel like a Kid Again, and Kourtnee Thompson won *#1 High School Sports Mentor*. Smolkovich also briefly went over her report as well. Hebert then asked all staff to stand and had the board give them a round of applause for doing so well.

Ad Hoc Committee Reports:

Special Recreation- Settle went over some program and trip numbers at the RVSRA since they are doing so good. The board reports are field with the board packet.

Living History- No meeting was had.

Kankakee County Convention & Visitors Bureau- No minutes submitted.

Perry Farm Park Committee- No minutes submitted.

Diamond Point Park Committee- No minutes submitted.

Consent Agenda:

A motion was made by Settle and seconded by Bukowski to approve the Consent Agenda. Roll Call: Bukowski- Aye, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

- Approval of minutes for Regular Board Meeting December 20, 2021
- Approval of minutes for Special Board Meeting January 12, 2022
- Approval of minutes for Committee of the Whole Meeting January 19, 2022
- Approval of minutes for Regular Board Meeting January 24, 2022
- Approval of minutes for Committee of the Whole Meeting February 23, 2022

Unfinished Business:

Hebert asked the board to add to their calendar board training that is scheduled on Wednesday April 13, 2022 at 5:30 pm at the Exploration Station. Amanda Langlois emailed the information and will remind the board again as the time gets closer.

New Business:

Hebert asked if there was a motion to approve to pay the bills. Settle made the motion and Zinanni seconded. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Hebert asked if there was a motion to approve payroll. Zinanni made the motion and Bukowski seconded. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Hebert then asked to relook at the mask mandate. Settle made the motion, Bukowski seconded. Hebert asked the attorney and he said the state mandate was lifted. Settle asked if we could make it optional. Zinanni added he thinks we should follow state and make it optional. Sarah Winkel added that PDRMA states there are many factors with the masks but she would like the board to make a decision one way or another. She stated since most of the schools do not require masks, it would make sense for us to follow suit, but she again stated she wanted the board to ultimately

decide. Bukowski made an amendment to the motion to allow masks optional with the provisions following state mandate. Zinanni seconded. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Hebert asked for a motion to start the advertisement process for the Executive Director position. The board will start reevaluating the job description and proceed with advertising. Zinanni made the motion and Settle seconded. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Hebert asked Zinanni if he had a chance to talk to Tim Nugent at the Kankakee County Convention and Visitors Bureau, he hadn't. Hebert tabled the discussion on the appointment for the KCCVB.

Hebert talked to the attorney about taking legal action to have a tree removed that is not on our property. Galloy has talked to the patron many times and there still has not been any action taken. Hebert made the motion to have the attorney draft a letter to start the legal action. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Settle asked Galloy how the guard rails and bank was doing on the trail, by KARMA. Galloy said it hasn't worsened but we should really consider taking care of it. Hebert asked Langlois to look for any documentation that we would have stating the property lines with KARMA.


Hebert then asked for a motion to go into close session at 6:03 pm to discuss personnel issues. Settle made the motion and Zinanni seconded. Roll Call: Bukowski- AYE, Zinanni- AYE, Settle- AYE, Hebert-AYE. Motion carried.

Motion to reconvene open meeting at 6:57 pm made by Settle, seconded by Bukowski. All in favor, Motion carried.

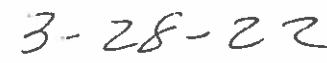
Motion to adjourn meeting at 6:59 pm made by Zinanni, seconded by Settle. All in favor. Motion carried.

Minutes respectable submitted by Amanda Langlois.


Amanda Langlois, Board Secretary


Date


Brian Hebert, President


Date

Minutes approved at the board meeting of March 28, 2022.