



**Bourbonnais Township Park District
Board of Commissioners Meeting
Willowhaven Park & Nature Center
1451 N 4000 E Rd, Kankakee, IL 60901
March 20, 2019 at 5:30 P.M.**

The March 20, 2019 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre.
Appointees Present: Dan Borschnack, Brian Scott and Hollice Clark
Staff Present: Paula Rogers, Amanda Langlois, Sarah Winkel, Mike Crews

Staff Reports:

Executive Director:

- Bradley School District has decided to not take our offer for the Make A Difference Building.
- PDRMA is changing their guidelines and we are in Group B which will be nice so we will have time to see how this may affect us.
- April 10th Bradley School District is doing a Day of Kindness with approx. 100 students. Joe Galloy and Amanda Langlois will take the lead on this and organize the volunteer students.
- Martin Whalen storage facility has been sold and Hoppy Pig owns it now. They want us to move to the north side, which is smaller. Clark stated he already has reached out to BESD #53 to talk about storing buses there.
- Keith Nugent will start up again on the playground, weather permitting. Mid-April is the tentative date for finishing the project. Playground will have a grand opening the Thursday before Family Night Out in June.
- Clark also passed out a Master Plan for the new Rec Center for Perry Farm. A Grant is out there that would help cover 75% of costs.
- We will be getting calls and emails for the new Memorial Garden. Clark instructed everyone to send all inquiries, complaints, questions, etc. to Amanda Langlois.

Finance & Personnel:

- Paula Rogers submitted a monthly financial report that was filed with the March 20, 2019.
- She stated that the Job Fair is scheduled for April 20.
- Rogers handed out capital purchase sheets and went over them.
- Clark added to Roger's discussion that Willowhaven needs some major work. New windows and siding should be considered doing as soon as possible due to the condition they are in.

Exploration Station – Brittany Beck submitted a monthly Exploration Station Report and it has been filed with the March 20, 2019 Board Packet.

Recreation Station- Sarah Winkel submitted her monthly report for the Recreation Station and it has been filed with the March 20, 2019 Board Packet. She briefly discussed the items in her report.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report has been filed with the March 20, 2019 Board Packet. He briefly discussed the items in his report.

Parks & Grounds – Joe Galloy was absent but he submitted a monthly Parks and Grounds Report and it has been filed with the March 20, 2019 Board Packet.

Ad Hoc Committee Reports:

Special Recreation: no minutes were submitted. Bennett did add that RVSRA hosted a garage sale and made \$2300. She told everyone if they order from Amazon, there is box you can check to have any donations go to the RVSRA. Hebert added the basketball team finished 2nd at State.

Living History: no minutes were submitted

Consent Agenda:

A motion was made by Gregoire to approve the consent agenda. Seconded by Settle.
Roll call: Bennett –Aye, Gregoire -Aye, Hebert - Aye, Settle-Aye; Delabre-Aye. Motion carried.

Unfinished Business:

New Business: Settle made a motion to approve the Willowhaven restroom project that will begin June 10, 2019, Bennett seconded the motion, all in favor. Motion carried.

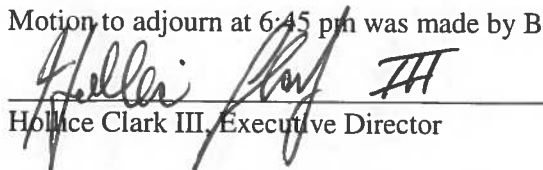
Settle made a motion to approve the bid contract for the Perry Farm Memorial Garden Project, Gregoire seconded the motion, all in favor, Motion carried. Joe & Hollice will run the project which will save costs. Start date for this project is set for July 8, 2019.

Gregoire made a motion for Brian Scott to work on an Intergovernmental Agreement with the Village of Bradley to partner with the project of outdoor pickle ball courts, Hebert seconded the motion, all in favor. Motion carried. Old tennis courts in Quail Hollow Park will be turned into 8 pickle ball courts. Estimate cost is \$50,000.00, which would be \$25,000.00 for BTPD.

Hollice and Paula updated the board with information about the Park District’s Foundation. We are ok with the state but not with the IRS. Our 501-3C has been revoked and we need to either get it reinstated or apply for a new one. Paula suggested reinstating it under the Friends of the Bourbonnais Township Park District. Dan Borschnack should be a board member on the foundation to handle paperwork/finances. They can have a maximum of 11 members, and a minimum of 7. There is \$13,000.00 in the foundation account currently.

Bennett requested for Sharon Richardson to come to the next board meeting to discuss the Marketing Plan for 2019. She also would like to honor Toby Olszewski, owner of the Bourbonnais Herald/Country Market. Hollice suggested having a paver in our new Memorial Garden to honor Toby.

Motion to adjourn at 6:45 pm was made by Bennett, seconded by Settle. All in favor, Motion carried.

 _____ 4-22-19
Hollice Clark III, Executive Director Date

 _____ 4-22-19
Wayne Delabre, President Date

Minutes approved at the board meeting of April 22, 2019.