



**Bourbonnais Township Park District  
Board of Commissioners Meeting  
Exploration Station... a children's museum  
1095 W Perry Street, Bourbonnais, IL 60914  
May 20, 2019 at 5:30 P.M.**

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

Commissioners Present: Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre. Kim Bennett was absent.

Appointees Present: Dan Borschnack, Brian Scott and Hollice Clark

Staff Present: Paula Rogers, Sarah Winkel, Mike Crews, Amanda Langlois, Lillian Hurt

Visitors Present: Bill Hengl, Laura McElroy

Hollice Clark introduced Lillian Hurt, the new Marketing Assistant and congratulated her on her new position.

**Staff Reports:**

Executive Director: Hollice Clark submitted his monthly Executive Director Report with the May 20, 2019 board packet. Clark showed the board 2 bricks that have been engraved for the Garden. Next month, we will honor Toby Olszewski with a brick for her. He stated that we offered a deal to the employees for each of them to purchase one brick per person at cost, the response has been amazing. Everyone is very excited with the offer. June 14, 2019 at 5:30 pm will be the ribbon cutting for the new playground. We will close the park at 4 pm, the Exploration Station will close at 3 pm. Clark went on to tell the board 10 employees went through an Excel training course at KCC and it was excellent. Water spickets have been installed at Willowhaven's dog park. On June 7, 2019 Hollice will be out of the office, his wife Pam will be having surgery. The next week he will be in and out all week.

Finance & Personnel- Paula Rogers submitted her monthly Financial Report with the May 20, 2019 board packet. Rogers briefly went through her report. We have hired 24 new employees since March. New P-Cards are going well, logo isn't on

yet. Frank has started setting up the new credit card machines at each facility. Rogers is still working on the budget and will have it out before the next Committee of the Whole meeting.

Recreation Station- Sarah Winkel's board report was filed with the May 20, 2019 board packet. She stated that the 1<sup>st</sup> draft of the brochure has been sent to the new printers. Safety training is underway. Julie Gindy is still doing the newsletter. Tammy Marcotte has started her new position as the Rec Assistant. Preschool is wrapping up and adult softball will be starting Tuesday May 21, 2019.

Diamond Point – Mike Crew's board report was filed with the May 20, 2019 board packet. He did mention that even with all of the rain, some games & tournaments have been played. He is busy spraying weeds & keeping up with the mowing. Crews stated the Excel training was very beneficial.

Parks & Grounds- Joe Galloy's board report was filed with the May 20, 2019 board packet. Galloy was absent but Hollice did state that the playground opened on Friday May 17, 2019 at 4 pm and it was full of patrons all weekend.

#### **Ad Hoc Committee Reports:**

Special Recreation: April 16, 2019 meeting minutes were filed with the May 20, 2019 board packet.

Living History: No minutes were submitted. Hollice stated that there were 35 participants that signed up for the drawing. Once the wagon ride was over, participants cleared out. This event needs help with getting people to come out and enjoy it.

#### **Consent Agenda:**

A motion was made by Gregoire and seconded by Settle to approve the Consent Agenda. **Roll call: Bennett-ABSENT, Gregoire-AYE, Hebert-AYE, Settle-AYE, Delabre-AYE. Motion Carried.**

- Approval for minutes of Regular Board Meeting April 22, 2019
- Approval of minutes for Committee of the Whole meeting May 15, 2019
- Approval of minutes for Special Board Meeting May 15, 2019
- Approval of bills

**Unfinished Business:** Delabre asked for a motion to appoint Dan Borschneck as the board's treasurer. Hebert made the motion and Settle seconded. **Roll call: Bennett-ABSENT, Gregoire-AYE, Hebert-AYE, Settle-AYE, Delabre-AYE. Motion Carried.**

**New Business:**

Delabre asked to appoint Hollice Clark to the Kankakee County Convention Visitors Bureau, Settle motioned to appoint Kim Bennett **Roll Call: Bennett-ABSENT, Hebert-YES, Settle-YES, Gregoire-NO, Delabre-YES. Motion Carried.**

Motion to adjourn at 5:51 pm was made by Settle, seconded by Hebert. **All in favor, Motion carried.**

Respectfully Submitted by Amanda Langlois.

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Hollice Clark III, Executive Director

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Date

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Wayne Delabre, President

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Date

Minutes approved at the board meeting of June 24, 2019