



**Bourbonnais Township Park District  
Board/Staff Retreat  
Exploration Station... a children's museum  
1095 W Perry Street, Bourbonnais, IL 60914  
March 3, 2020 at 5:30 P.M.**

The March 3, 2020 Board/Staff Retreat was called to order by Executive Director Hollice Clark at 5:30 pm with the following people present:

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

Appointees Present: Hollice Clark, Dan Borschnack

Staff Present: Amanda Langlois, Sarah Winkel, Joe Galloy, Mike Crews, Paula Rogers, Tammy Marcotte, Jen Blair, Nicole Jenkins, Frank Cianci, Brittaney Beck, Sharon Richardson, Lillian Hurt, Kourtnee Thompson.

Clark welcomed everyone and everyone stood for the Pledge of Allegiance. Dinner was then served.

Clark explained the Four Pillars exercise. He stated he would like everyone to think about what pillars would hold this organization together. As in a table or chair, it takes legs to balance and have a firm foundation. A builder will make sure that the four corners of a structure is sound to hold up the building. He then divided the board and a group of employees that had not yet done the exercise and had each of them write their thoughts. Everyone came back into the room and discussed their four pillar ideas. *See attached for results.*

Rogers explained on how the minimum wage increase is going to affect us. This year there are two increases that will take effect, July 2020 and Jan 2021, that will cost the district an estimate of \$150,000.00.

Clark stated the Job Fair is Saturday March 14 from 10 am to 12 pm at the Exploration Station. There was discussion about how the start/end times for the Bourbonnais Schools will affect our Before/After School program and how it will be hard to get good employees that will actually want to work.

Sarah Winkel discussed revenue enhancement. Staff has come up with many ideas to increase revenue. Winkel did add that unfortunately since the Board voted against the use of alcohol at any park district event/program, that it will affect revenue. She noted there were several ideas that included alcohol and we are missing the boat not allowing it. Delabre asked if any softball teams would come if alcohol was allowed and Kourtnee Thompson said absolutely. She stated we would definitely see an increase in teams if alcohol was allowed.

Clark moved on to discuss about the bonding outlook. We always need to have a bond, otherwise we would have to go out for a referendum. Currently we have three major bonds. After 2022, we need to refinance the bond. *See attached for list.*

As far as the five year capital plan, Clark stated all figures are estimates only, we will not have exact figures until we go out for bids. *See attached for items needed.* Each fiscal year is listed with items. The board can decide if there are other things needed or if the time line needs to be adjusted. Bennett stated the Rec Station sound system should be included. Tammy Marcotte asked why we would spend money for a sun shade at the Rec Station if we are planning on replacing the playground that is 14 years old. Along with a new playground, a new drainage system would have to be included as well. There were some items that were on the wish list by employees for the Rec Station, such as new closet doors, new kitchen area, new lighting, new carpet or wood flooring for stage, and security cameras. Some other items for 2021-2022 list for other facilities was an intercom system at Diamond Point, handicap accessible doors at Willowhaven. Items added for 2022-2023, pond dredging at Willowhaven, animal shelters at Perry Farm, playing surfaces at Diamond Point, bridge improvements at Perry Farm, signage upgrade and trail maps at Perry Farm. 2023-2024 had items such as boardwalk & interpretive signage at Willowhaven, rec station roof, etc.

Comprehensive Master Plan is needed in order for BTPD to apply for grants. *See attached sheet about Comprehensive Master Plan.*

#### Brainstorming Session:

New Facility, new maintenance facility, stage/band shelter, Interpretative Signage at WH, Light Fields 3 & 4 at DP, Improve parking at DP, new maintenance shed at DP, ventilation system, additional security cameras at DP, Perry Farm sign upgrade & marquee, sign in front of the museum, power boards at Coyne St and in the meadow at Perry Farm, climbing structure at ES

Clark asked the board if they would like to add anything before we adjourn. Delabre thanked the staff for putting the retreat together and taking the time out of their day to participate. He also thanked the staff for always trying new ideas, whether they work or not, making BTPD a great park district. No other comments by the board were made.

Frank Cianci added we will be able to text patrons about new programs, cancelations, etc. soon.

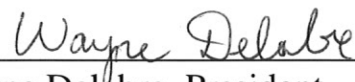
Joe Galloy asked if he could talk honestly. He began the discussion stating that the day in August the board voted three times to not pay employees was the day he and other employees began the distrust with the board. He asked if everyone could forget about the past and move forward from here. Galloy stated he loves his job but the stress put upon us is too much. Hebert added the board had no plan to not pay employees and that they would always make sure everyone was paid. It all had to do with one bill. A heated discussion was had by all, but was somewhat resolved.

Clark thanked the board and the employees for a productive evening. At 8:38 pm the meeting was adjourned.

Respectfully Submitted by Amanda Langlois

  
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Hollice Clark III, Executive Director

4-27-2020  
Date

  
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Wayne Delabre, President

4-27-2020  
Date

Minutes approved at the March 23, 2020 board meeting