

HUNTLEY PARK DISTRICT

Regular Board Meeting

January 25, 2023

President Keith Wold called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance and asked for Roll Call of the Board.

Commissioners present included; Melissa Kellas, Jerry Nepermann, Bill Awe, and Jim Blasky. Commissioners absent: Jerry Nepermann. Also present were Scott Crowe Wesley Peete, Joe Patterson, Rick Walrath, Julie Wons, and Matt Szytz.

A motion to approve the agenda was made by Commissioner Kellas and seconded by Commissioner Blasky.

All ayes. Motion carried.

A motion to approve the Regular Board Meeting minutes from December 14, Annual Meeting Minutes from December 14, 2022, Special Board Meeting Minutes from December 20, 2022 and the Board Workshop Minutes from January 11, 2023 was made by Commissioner Kellas and seconded by Commissioner Blasky.

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed. Director Wons presented the Treasurer's Report and Financial reports and asked for any questions from the board.

Director Wons submitted bills, additions, and purchase cards totaling \$227,519.78. A motion to approve the submitted bills and additions listed above was made by Commissioner Awe and seconded by Commissioner Blasky.

Roll Call: Yes - All. No - None. Motion carried.

Staff Reports

The following Department Reports were reviewed:

1. **Finance, HR/Risk:** Director Wons reviewed the Finance Department report, and the HR/Risk Report is provided. In addition to the submitted report. Director Wons explained to the Board that the Finance Department is preparing for year-end financial tasks.
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report. In addition to the submitted report, Commissioner Wold asked about new purchases made for room rentals. Director Peete explained the purchase of new chairs, tables, and equipment for moving furniture for various room rentals. These purchases will improve the experience of future renters, as well as making it safer for staff to change room set ups. Director Peete also explained to the Board that there is an effort

being made to organize the maintenance shops for the District, so that operations can run smoothly moving forward.

3. **Recreation:** Director Patterson reviewed the Recreation Department report. In addition to the submitted report, Director Patterson informed the Board that the staff is continuing to work through the transition of responsibilities amongst the department. Preschool and Beyond the Bell numbers have eclipsed 2022 totals. Commissioner Blasky asked if there was a plan to offer Adult Theater programs. Director Joe replied that the staff has had discussions about developing the Theater program and ways they can expand youth theater into adult programming as well. Commissioner Wold asked the staff to continue looking for new, up-and-coming programs that can be offered in the spring and summer.
4. **Marketing:** Director Szytz reviewed the Marketing and Communications Department report. In addition to the submitted report, Director Szytz shared some infrastructure upgrades on the IT side of Huntley Park District operations.
5. **Golf:** General Manager Walrath reviewed the Golf Department report. In addition to the submitted report, General Manager Walrath explained that the Food and Beverage staff has re-evaluated operations and have identified some new ways to increase revenues moving forward.

Executive Director Report

The Executive Director Report was reviewed. In addition to the report, Executive Director Crowe gave the Board an update on the Fieldstone Park project. The Master Plan development is moving forward, and park evaluation is the latest task being completed.

New Business

Action Item #1 – Consider 2023 Fall Fest License Agreement

Motion to approve the 2023 Fall Fest License Agreement was made by Commissioner Awe seconded by Commissioner Kellas.

Roll Call: Yes – All. No – None. Motion carried.

Action Item #2 – Consider Resolution 2023-01 Authorizing Transfer of Funds

Motion to approve Resolution 2023-01 Authorizing the Transfer of Funds was made by Commissioner Kellas seconded by Commissioner Awe.

Roll Call: Yes – All. No – None. Motion carried.

Action Item #3 – Presentation of DRAFT Budget and Appropriation Ordinance.

No Action.

Motion to adjourn was made by Commissioner Blasky seconded by Commissioner Awe.

All ayes. Motion carried.

Meeting adjourned at 8:25 PM.

These minutes are subject to approval at the next regular business meeting.

Respectfully submitted,
Matt Szytz
Board Recording Secretary

Signature on file

Scott M. Crowe, Secretary Date