

# BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 02/08/2022                      Time: 5:00 P.M.

**Meeting Location:** Baltic Mill 920 W. Lincoln Avenue Belvidere, IL 61008

**Meeting:** Scheduled Board Meeting of Board of Commissioners of Belvidere Township Park District Boone County, IL

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:01 p.m. by President Noble.

**Roll call** was taken; In attendance: Jean Twyning, Mary Marquardt, Amy Nord, Sam An and Daniel Noble.

Those also in attendance were Jen Jacky, Kim Kirkpatrick, Melissa Merkel, Aly Graham, Jonathan Cudzewicz, and Teri Becker Administrative.

**Meeting agenda:** Twyning made a motion seconded by Nord to approve the February 8, 2022 meeting agenda. A voice vote was taken with all voting yes. Motion carried.

**Meeting minutes:** Twyning made a motion seconded by Nord to approve the meeting minutes dated January 25, 2022. A voice vote was taken with all voting yes. Motion carried.

**Financial Report:** Presented for review no discussion.

**Bills for Payment:** Twyning made a motion seconded by Marquardt to approve the January 2022 bills for payment. A voice vote was taken with all voting yes. Motion carried.

**Introduction of New Ground Foreman:** Jonathon Buettner.

**Board Correspondence:** None

**Public Input:** None

## **Staff Reports:**

- Executive Director Report – Jen Jacky; continuing to work on breakdown of report. Marquardt requesting accounting for tax dollars used for programs. Discussion regarding citation issuance, continue to look for City of Belvidere and county agreement with the Park District.
- Human Resources – Kim Kirkpatrick; Included with report Kim's letter of resignation effective 2/28/2022.
- Administrative Service Report – Melissa Merkel; Laptops update – goal is to have them operational for 2<sup>nd</sup> meeting of March 2022.
- Marketing Report – John Beachum;
- Parks & Recreation Report – Jonathan Cudzewicz;
- Superintendent of Recreation Report – Aly Graham; Ice rink update – continue special programs, focus on additional training for the coming year. Discussion: Topic for future discussion option for enclosure of the rink. Contract for the coming swimming season with clear definition of responsibilities for all involved parties.... i.e. Park District, YMCA, and Recreation Department.

**Executive Director Status Report** – Jen Jacky; Updated with goals from previous meeting requests from the Board.

**Aquatic Study Update – Perkins & Will** – Jen Jacky; Last focus group was held 2/7/2022. Public survey to remain open for 2 more weeks. Twyning requested post card mailers be sent out to inform the public about the survey. Steering committee meeting Thursday 2/10/2022 to present (3) options that are most feasible. Friday 2/11/2022 a zoom meeting will be held with Perkins & Will, School Districts, YMCA and the Park District.

## **Unfinished Business**

- Administrative Ordinances – tabled.

### **New Business**

- Twyning made a motion seconded by Nord to approve the Special Recreation Manager Position.
- Board is in agreement to inquire about cost to use the Meehan Gym on as needed basis versus \$13,500 annual fee (increases annually), and consider requesting to exit the agreement. Jen Jacky to gather further details and report back to the Board for consideration.
- Nord made a motion seconded by Twyning to approve the Security Protection Service Annual Contract for 26 weeks in the amount of \$28,080.00. Jen Jacky meeting with them to update the contact list for when issues arise and citation issuance.
- Jen Jacky to meet with the Health Department of Boone County to discuss COVID-19 school personnel vaccination and testing policy and applicability to the District.
- Nord made a motion seconded by Twyning to approve the draft fiscal year 2022 Budget and Ordinance No. 22-03-01 Budget and Appropriation Ordinance draft. A voice vote was taken with all voting yes. Motion carried.

Discussion: Capital expenditure breakdown was given by Jonathan Cudzewicz;

An requested information on % of total budget for operating and capital expenditures;

### **Closed Session**

Twyning made a motion seconded by Nord to go into closed session at 6:20 p.m for Section 5 ICLS/120/2/c/1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.

A roll call vote was taken with all voting yes. Motion carried.

**Action taken as a result of Closed Session:** None

### **Meeting adjournment**

There being nothing further to come before the board the meeting was adjourned at 6:43 p.m.

Respectfully submitted

Teri Becker