

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

**Meeting Date:** 4/11/2023

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 5:00 p.m. by Daniel Noble.

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

Absent: Jean Twyning

Those also in attendance were Jen Jacky, Melissa Merkel, Aly Graham, Jonathan Cudzewicz.

Absent: None

### **Meeting agenda:**

Nord made a motion seconded by Marquardt to approve the agenda for 4/11/2023.

A voice vote was taken (4) voting yes. Motion carried.

### **Approval of meeting minutes:**

Nord made a motion seconded by Marquardt to approve the Regular Board meeting minutes dated 03/28/23.

A roll vote was taken with (3) voting yes (1) Abstain S. An Motion carried.

**Bills to be Paid:** Marquardt made a motion seconded by Nord to approve the bills to be paid for 03/29/23-04/11/23. A roll call vote was taken with (4) voting yes. Motion carried.

Discussion: None

**Financial Report for March 2023** | Presented and reviewed. Discussion: None

**Revenue & Expenditure Report for March 2023** | Presented and reviewed. Discussion: Chiller repair final financials still pending; effect on budget.

**Board Correspondence:** None

**Public Input:** None

**Ice Rink Report 2022-2023 Season** | Taylor Facility Supervisor: Revenue and Expense review for season 12/16/22-3/5/2023. Open 7 days a week weather permitting. Cabins well received.

Summer season: Warming house rental (air conditioned); roller skating programs; roller derby; open skate and power wheel races. Signage regarding ban on bikes on the rink.

### **Staff reports:**

- Executive Director Report – Jen Jacky;  
Discussion: Special Olympics Parade and Banquet
- Administrative Service Report – Melissa Merkel;  
Discussion: Cyber Security Program implementation; training for onboarding and annual training for all employees. PDRMA utilizing an outside agency to assist in determining application date readiness. Goal by end of 2023.
- Marketing Report – No Report  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: Tornado clean-up; Assisted by Conservation District and outside tree service. Remaining clean-up approximately (5) days. Administration Building repairs update; Doty playground mulch project; Lighting Incentive Project for Doty and Sundstrand Park includes parking lot; Soccer Field preparedness; Sink Hole repair – Mid may for blacktop.
- Superintendent of Recreation Report – Aly Graham;  
Discussion: Marketing Manager C. Baker resigned as of 4/10/2023. Currently looking to hire for Athletic position and Marketing position. Summer Program booklet and registration to be available 4/17/23.

**Future of Aquatics & Comprehensive Master Plan** –Jacky | Postcard invites have been sent out (150) responses to date. Paper surveys and Spanish surveys to be sent out week 4/10/23. Need (300) total responses to accumulate data. Survey available for the community in May but data will be informational only. Last community input in May; Presentation of data and Master Plan planned for last meeting in June 2023.

**Baltic Mill Structural Assessment** – Jonathon Cudzewicz | No project update; Presentation planned for next meeting in April 2023.

**Unfinished Business:** None

**New Business:**

**Tornado Damage Update** | Jacky

Discussion: State of Illinois assistance (D. Vella Office); IEMA and FEMA funds (D. Zachard)

**Tax Levy Confirmation** | Jacky

Discussion: Prior year adjustment confirmed.

**Local Government Efficiency Act** | Jacky

Discussion: IEPD review for action to be taken at a later meeting.

**Enterprise Zone Advisory Committee** | Jacky

Discussion: Committee reviewing for amount changes; Park District working with committee to obtain an elected official from the Park District (commissioner) to sit on the Board as the District is impacted by changes.

**Meeting adjournment** There being nothing further to come before the board the meeting was adjourned at 5:43 p.m.

Respectfully submitted  
Teri Becker