

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 4/09/2024      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: Daniel Noble, Mary Marquardt, Amy Nord, Gary Thacker and Jean Twyning.

Absent: None

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

Absent: Melissa Merkel

### **Meeting agenda** |

Twyning made a motion seconded by Nord to approve the meeting agenda dated 4/09/2024. A voice vote was taken with all voting yes. Motion carried.

### **Approval of meeting minutes** |

Twyning made a motion seconded by Marquardt to approve the General Meeting Minutes dated 03/26/24.

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

### **Expense Approval Report** |

Twyning made a motion seconded by Marquardt to amend the bills list to include the addition of a check to MDC for \$1296.31 making the total bill amount of \$127,570.70.

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

Discussion: None

Twyning made a motion seconded by Marquardt to approve the expense report from 3/27/2024 to 4/9/2024.

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

Income Statement for March 2024 | Discussion | None

**Board Correspondence** | None

**Public Input** | None

### **Staff reports** |

- Executive Director Report – Jen Jacky;  
Discussion: Eagle Scout project is moving forward.
- Administrative Service Report – Melissa Merkel;  
Discussion: Spanish forms project
- Marketing Report – No Report  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: Playground equipment installation; Red Horse cleanup
- Superintendent of Recreation Report – Aly Graham  
Discussion: Summer Go-Guide

### **Unfinished Business** |

Glenn Green Annexation | Jacky | Awaiting letter of response

Discussion | None

Williams Architects Letter of Agreement | Jacky

Nord made a motion seconded by Twyning to take Williams Architects Letter of Agreement off table. A roll call vote was taken with all voting yes. Motion carried.

Discussion | Williams Architects agreed to hold (2) meetings with the Board instead of (1) meeting at no additional cost.

Nord made a motion seconded by Twyning to approve the letter of agreement with Williams Architects for conceptual design services not to exceed \$60,000.00. A roll call vote was taken with all voting yes. Motion carried.

Baltic Mill Stabilization Contractor Selection | Update | J. Cudzewicz

Meeting this week with firms. Sill plate investigation option; steel beam option; Desire to stay with original wood structure.

**New Business** | None

**Meeting adjournment** | There being nothing further to come before the board the meeting was adjourned at 5:28 p.m.

Respectfully submitted  
Teri Becker