

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 3/11/2025      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: Mary Marquardt, Amy Nord, Daniel Noble, Gary Thacker, Jean Twyning

Absent: None

Those also in attendance were Jen Jacky, Aly Graham (left 5:18 p.m. returned 5:40 p.m.), Melissa Merkel, Tony Williams

Absent: None

### **Meeting agenda** |

Twyning made a motion seconded by Marquardt to approve the meeting agenda dated 3/11/25. A voice vote was taken with all voting yes. Motion carried. Discussion | None

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

Twyning made a motion seconded by Marquardt to approve the General Meeting Minutes dated 02/11/25. A voice vote was taken with all voting yes. Motion carried.

Discussion | None

Twyning made a motion seconded by Thacker to approve the Executive Session Meeting Minutes dated 08/13/25. A voice vote was taken with all voting yes. Motion carried.

Discussion | None

### **Expense Approval Report** |

Twyning made a motion seconded by Marquardt to approve the expense report from 02/12/2025 to 03/06/2025. A voice vote was taken with all voting yes. Motion carried.

Discussion | None

**Income Statement for February 2025** | Discussion | None

**Board Correspondence** | Thacker provided pictures for the mural for review by the Board.

**Public Input** | Congratulations on Youth Scholarship Program benefits to the community

### **Staff reports** |

- Executive Director Report – Jen Jacky  
Discussion: Stellantis update; Indoor Turf Steering Committee Board Volunteers
- Administrative Service Report – Melissa Merkel  
Discussion: None
- Parks & Recreation Report – Tony Williams  
Discussion: None
- Superintendent of Recreation Report – Aly Graham  
Discussion: Youth Scholarship Update

### **Unfinished Business** |

→ **Aquatic Conceptual Design** | Jacky

Discussion | Presentation preparations for Board meeting April 22, 2025

### **New Business** |

→ **Agreement regarding the Receipt of Developer Subdivision Contributions** | Jacky

Twyning made a motion seconded by Marquardt to approve the agreement regarding the receipt of developer subdivision contributions with the City of Belvidere.

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

Discussion | Concerns on usage of the property per the agreement.

→Administrative Policy # 158 | Jacky

Marquardt made a motion seconded by Twyning to adopt the updated Administrative Policy 158 | Naming Rights Policy.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Aberdeen Tennis and Pickleball Court Project | Jacky

Thacker made a motion seconded by Twyning to award Bel Rock Asphalt Paving Inc. the contract for Aberdeen Tennis and Pickleball Court project for the total amount of \$149,248.90 not to exceed \$200,000.00.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Full-Time Custodian | Jacky

Twyning made a motion seconded by Marquardt to approve the addition of a full-time custodian.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Administrative Policy 142 | Merkel

Twyning made a motion seconded by Marquardt to approve the updated Investment Policy 142 for the Belvidere Township Park District.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→(6) Month CD | Merkel

Twyning made a motion seconded by Marquardt to approve the Superintendent of Administrative Services to invest \$250,000.00 with First Mid Bank & Trust for 6 months.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Audit Engagement with Lucas Group | Merkel

Twyning made a motion seconded by Marquardt to approve the audit engagement letter with Lucas Group CPA's not to exceed \$21,235.00 for FY 2024.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

→Economic Interest Statements | Jacky

Board to complete statements and turn in at the next meeting. Discussion | None

→Executive Director Goals | Noble

Marquardt made a motion seconded by Twyning to approve the Executive Director goals for FY 2025 to including a list of committees in which she is involved in Boone County.

A roll call vote was taken with all voting yes. Motion carried. Discussion | None

**Meeting adjournment** | There being nothing further to come before the board the meeting was adjourned at 5:50 p.m.

Respectfully submitted  
Teri Becker