

**Belvidere Township Park District
Board Meeting
February 25, 2020**

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:10 p.m. Roll call was taken. Those present were Mark Muccianti, Sam An, Paul McCaffrey, Jean Twyning and Mary Marquardt. Also present were Mark Pentecost, Rick Wulbecker, Kim Kirkpatrick, Jonathan Cudzewicz and Melissa Merkel.

Meeting Agenda

Jean Twyning made a motion to approve the February 25, 2020 meeting agenda, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

Jean Twyning made a correction to the February 11, 2020 meeting minutes. That correction was on page 4 in the second paragraph. The sentence should say he has not been able to verify anything with the County. Jean Twyning made a motion to approve the February 11, 2020 meeting minutes with the amended correction, seconded by Paul McCaffrey. A voice vote was taken. Paul McCaffrey, Mark Muccianti, Jean Twyning and Mary Marquardt voting yes and Sam An voting no. Motion carried.

Board Correspondence

Mark Pentecost passed around the invitation to the Chamber of Commerce's annual dinner for the board to see. He offered the invitation to the Board members and Superintendents and their spouses. The event will be held March 18,2020.

Jean Twyning made mention of the article in the Belvidere Daily Republican regarding the aquatics survey.

Rick Wulbecker mentioned that Channel 23 news interviewed Katie for the Hug an Athlete 5k.

Public Input

None

Director's Report

Mark Pentecost stated that he still has not heard back from IAPD yet regarding the Board Self Evaluation.

Mark read out loud a few of the results from week 1 of the Aquatics Survey results to the board.

Mark passed around a copy of the Baltic Mill feasibility study, but he mentioned that there were no new updates to the study, so he did not have them attend the meeting.

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Sam An asked a few questions on if there was a way that the William Grady Pool and Rivers Edge Recreation Center could be privatized.

Mark Pentecost handed out samples of Executive Director contracts from other districts. There was no discussion on them, but he provided the board with some options that other districts use.

Unfinished Business

- a. Tabled: Appropriation Bill and Ordinance and 2020 Budget- this item will remain on the table
- b. Tabled: Policy Manual

Jean Twyning made a motion to remove the The Policy Manual from the table, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

Kim Kirkpatrick talked to the board about the policy changes and corrections. The board had a discussion on the policy changes, and they would like to see a purchase order system added to policy 166. The board also asked who the second signature would be on the Executive Director's purchase over \$5000.00. Kim Kirkpatrick stated that it would be a Superintendent.

Jean Twyning made a motion to adopt the Policy manual and asked for policy 166 to come back with revisions, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Motion carried.

- c. Tabled: Review and set Agency/Executive Director Goals and Objectives for 2020

Jean Twyning made a motion to remove the Review and set Agency/Executive Director Goals and Objectives for 2020 from the table, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

The board had a lengthy discussion on what categories they would like to see on the Goals and Objectives.

Mark Pentecost passed around the Belvidere Park District Goals & Objectives 2020 form. The board talked about coming up with 5 or 8 topics, then specific goals and objectives can go underneath those topics.

Jean Twyning made a motion to put the Review and set Agency/Executive Director Goals and Objectives for 2020 back on the table, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Tabled.

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d. Tabled: Evaluation tool to evaluate the performance of the Executive Director

Jean Twyning made a motion to remove the Evaluation tool to evaluate the performance of the Executive Director from the table, seconded by Mark Muccianti. A voice vote was taken with all voting yes. Motion carried.

Mark Pentecost passed around the Executive Director Evaluation Form for the board to review. The board was asked to rate the Topics and bring back to the next board meeting.

Jean Twyning made a motion to put the Evaluation tool to evaluate the performance of the Executive Director back on the table, seconded by Paul McCaffrey. A voice vote was taken with all voting yes. Tabled.

e. Update and acceptance of land donation

Mark Pentecost stated that he is still in the process of setting up a meeting with all parties. The board would still like to see the Phase I. A discussion was held regarding the land donation. Questions were asked like do the employees know about the changes?, will customers know that they cannot drink alcohol at the facility and for how long will they be allowed to hold their employee picnic there?

No action was taken at this time

New Business

a. Election of Officers for May 2020 to April 2021

Paul McCaffrey made a motion to nominate Mark Muccianti as board President, seconded by Sam An.

Mark Muccianti did not accept the nomination at this time. He asked for some time to think about it.

Paul McCaffrey withdrew his motion to nominate Mark Muccianti and Sam An withdrew his second.

Paul McCaffrey made a motion to table Election of Officers for May 2020 to April 2021, seconded by Sam An. A voice vote was taken with all voting yes. Tabled.

No further business the meeting adjourned at 7:10 p.m.

Submitted by
Melissa Merkel