

Belvidere Township Park District  
Board Meeting  
May 26, 2020

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:06 p.m. via Zoom. Roll call was taken. Those present were Sam An, Mary Marquardt, Jean Twyning and Mark Muccianti. Paul McCaffrey arrived at 6:08 p.m. Also present were Mark Pentecost, Rick Wulbecker, Todd Bex, Kim Kirkpatrick and Debbie Kent.

Meeting Agenda

Jean Twyning made a motion to approve the May 26, 2020 meeting agenda, seconded by Sam An. A voice vote was taken with all voting yes. Motion carried.

Meeting Minutes

There was a correction on page 3 of the May 12, 2020 meeting minutes. Under Election of Officers, the 5<sup>th</sup> paragraph should read Mary Marquardt made a motion to nominate Jean Twyning as Vice-President.

Jean Twyning made a motion to approve the May 12, 2020 meeting minutes as corrected, seconded by Mary Marquardt. A voice vote was taken with all voting yes. Motion carried.

Board Correspondence

Debbie Kent received the direct deposit information from the County on our first tax distribution. Our first distribution was \$924,981.23.

Public Input

There was no public input.

Director's Report

Mark Pentecost and Rick Wulbecker are working on a plan for summer camp and youth sports but staying within the restrictions and limitations per the governor. Athletic courts such as Pickleball, Tennis and Basketball will reopen as soon as the governor lifts the restrictions with social distancing. Playgrounds remain closed.

Superintendent of Recreation Report

Rick Wulbecker provided the board with an update of what recreation staff has been working on. Staff has put together a Virtual Program Go Guide and are finalizing the when and where and the different phases of programming.

The Sprayground is in the same class as playground and will remain closed. Illinois Association of Park Districts is working with the governor asking him to lift those restrictions.

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The board feels it is important to keep the park district's website and Facebook updated. The on-line marketing is critical to programming.

### Appointments

The park district appoints representatives to the Parks and Conservation Foundation, the Boone County Arts Council and Community Building Complex Committee.

Jean Twyning is completing a 2-year term on the Boone County Arts Council which expires in 2020. She agreed to continue to serve as the district representative.

The Belvidere Park District Board President and Executive Director have served on the Parks and Conservation Foundation. Mary Marquardt agreed to continue serving on the Foundation until Mark Muccianti is ready.

Katie Humphrey is serving a 3-year term on the Community Building Complex Committee which expires in 2021.

### Recreation/Grounds Laborer 2 Job Description

Mark Pentecost presented a Recreation/Grounds Laborer 2 Job Description. This is a temporary position created due to Covid-19. This position will typically be 20 hours a week working in the Recreation Department creating and providing virtual and/or in-person programming and 20 hours a week working in the Parks Department performing all aspects of park maintenance duties.

For the past two months all Recreation staff have been able to maintain their employment status with some work modifications. If the staff accepts this position, they will stay active as a full-time employee with all benefits including health insurance, IMRF and time off accruals. For employees that do not chose to accept this temporary position, furlough is the only other realistic option for the Park District. Staff could maintain their health insurance through COBRA and would be responsible for the entire premium.

Commissioner Twyning made a motion to approve the Recreation/Grounds Laborer 2 Job Description, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

### Meeting Agenda-June 9, 2020

Mark Muccianti would like to take a different approach and have the board, as a whole, determine agenda items at each board meeting for items to be discussed at the next meeting.

With the board collectively setting the agenda, it will answer any questions as to why an item is on the agenda and will allow the board members to be prepared and get any answers prior to the meeting.

Marks goal is to set time limits for commissioners to express and voice their opinion, without interruptions. Be professional and courteous to each other.

Sam An sent Mark Muccianti an e-mail with two items he would like on the next agenda. Mark Muccianti will forward that e-mail to Mark Pentecost so he can forward the e-mail to all board members.

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Mark Muccianti asked Mark Pentecost to compile a list of items that need to be discussed as a board and require action by specific dates. This will allow the board to plan ahead as much as possible and stay within the restrictions and guidelines per Roberts Rules.

#### Executive Session

At 6:05 p.m. Jean Twyning made a motion to go into Executive Session, under Section 2(C)(1) of the Open Meetings Act for the discussion of 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 counsel for the public body to determine its validity, seconded by Mary Marquardt. A roll call vote was taken with all voting yes. Motion carried.

At 7:12 p.m. the regular session reconvened. Roll call was taken. Those present were Sam An, Paul McCaffrey, Jean Twyning, Mary Marquardt and Mark Muccianti. Also present were Mark Pentecost and Debbie Kent.

Mary Marquardt made a motion for the Executive Director, Mark Pentecost, along with his Attorney to alter the proposal for an contract with Belvidere Park District to include; a month of severance for each year he worked in the district, capped at 6 months; the contract will run from June 1, 2020 to December 31, 2021; and included in the language of the contract, 4 months use of a park district vehicle and switch to \$600.00 per month for his own vehicle and his wife cannot drive the car, seconded by Paul McCaffrey. A roll call vote was taken with all voting yes. Motion carried.

The contract will be voted on and signed at the June 9, 2020 board meeting.

There being no further business the meeting adjourned at 7:13 p.m.

Submitted by  
Debbie Kent