

BOARD MEETING MINUTES

BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

Meeting Date: 5/14/2024 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, Melissa Merkel, Jonathan Cudzewicz

Absent: Aly Graham

Meeting agenda |

Twyning made a motion seconded by Nord to approve the meeting agenda dated 5/14/24. A voice vote was taken with all voting yes. Motion carried.

Approval of meeting minutes |

Twyning made a motion seconded by Nord to approve the General Meeting Minutes dated 04/23/24.

A voice vote was taken with all voting yes. Motion carried.

Twyning made a motion seconded by Nord to approve the Decennial Committee Meeting Minutes dated 02/27/24.

A voice vote was taken with all voting yes. Motion carried.

Expense Approval Report |

Twyning made a motion seconded by Marquardt to approve the expense report from 4/24/2024 to 5/14/2024.

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

Discussion | None

Income Statement | April 2024 | Discussion | None

Twyning made a motion seconded by Marquardt to approve the expense report from 4/24/2024

Discussion | None

Board Correspondence | None

Public Input |

Concern | Equipment and Grounds Maintenance

Baltic Mill Stabilization Contractor Selection | Firmitas Presentation

Review of Sill, Beams, Exterior and floors. Construction would have no effect on events; Building is structurally sound; Concern with roof framing (not anchored).

Board requested proposal for repair of (2) sills and center post; Roof and floor leveling.

Staff reports |

- Executive Director Report – Jen Jacky;
Discussion: Funding opportunities for the Park District
- Administrative Service Report – Melissa Merkel;
Discussion: Audit update | on schedule
- Marketing Report – No Report
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;
Discussion: Cottonwood and Red Horse Bend update; Tentative date for Cottonwood dedication 6/4/2024 @ 3:30 p.m. Park Security update
- Superintendent of Recreation Report – Aly Graham Discussion: None

Unfinished Business |

Glenn Green Annexation | Jacky | Discussion with legal ongoing
Discussion | None

Williams Architects Conceptual Design | Next Steps | Jacky
Meeting with top management summary; Recommendation | Complete a market study first to
avoid duplication; potential fee charge and revenue or subsidize pressure points
Discussion | None

Councilman-Hunsaker Market Study | Presentation at next board meeting; send any questions or
concerns to Jacky before the meeting.
Discussion | None

2024-2025 Slate of Officers & Committee Assignments | Jacky

D. Noble stepped down as Chair.

Jacky acting Chair.

Thacker made a motion seconded by Nord to nominate D. Noble as Chair.

Thacker made a motion seconded by Nord to amend the motion to read keep the current slate
of Officer's. D. Noble President; A. Nord Vice President; M. Marquardt Secretary; J. Twyning
Treasurer.

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

D. Noble resumed role as Chair.

J. Twyning made a motion seconded by Nord to approve the following community
memberships |

K. Scherbarth Community Building Complex

J. Twyning Boone County Arts Council

D. Noble Parks & Conservation

New Business |

Bilingual Administrative Assistant Job Description | Jacky

Twyning made a motion seconded by Nord to approve the Bilingual Administrative Assistant Job
Description.

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

Discussion | Job title

Meeting adjournment | There being nothing further to come before the board the meeting was
adjourned at 6:04 p.m.

Respectfully submitted

Teri Becker