

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 8/13/2024 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: Mary Marquardt, Daniel Noble, 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 Marquardt to approve the meeting agenda dated 8/13/24. 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 07/23/24. 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 7/24/2024 to 8/13/2024. A roll call vote was taken with all voting yes. Motion carried.

Discussion | Request for invoice(s) for water hookup to Sundstrand

**Board Correspondence** | Senator Syverson Flyer highlighting Park District

**Income Statement for July 2024** | Discussion | None

**Public Input** | None

### **Staff reports** |

- Executive Director Report – Jen Jacky;  
Discussion: Bronze statue update
- Administrative Service Report – Melissa Merkel;  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: None
- Superintendent of Recreation Report – Aly Graham  
Discussion: Signage; Preschool Registration; Staffing Challenges; Events

### **Unfinished Business** |

→Glenn Green Annexation | Jacky

Discussion | Formal agreement received; Requesting for refund of permit fee

→Aquatic Conceptual Design & Market Study | Jacky

Discussion | Survey to be closed out week 8/23/24 if no further calls are received

→Baltic Mill Structural Project | Cudzewicz

Discussion | Project update

→Improvements to Riverside Ice Arena | Jacky

Discussion | Working on a timeline for release of funding stream to move forward

→Boone County Arts Council Mural | Thacker

Discussion | None

**New Business** |

→Full Time Bilingual Receptionist | Jacky

Twynning made a motion seconded by Nord to approve the full-time Bilingual Receptionist job description as written.

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

→Declaration for Disposal of Capital Surplus Items | Cudzewicz

Nord made a motion seconded by Thacker to approve the disposal of these surplus items as the first round of 2024 items to be sold through GovDeals.com.

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

Twynning made a motion seconded by Nord to go into closed session at 5:26 p.m. for Act 5 ILCS 120/2c(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes.

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

Open session was resumed at 5:30 p.m.

Action taken from Closed Session

Marquardt made a motion seconded by Nord to approve but not release the closed session meeting minutes dated 2/13/24.

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

**Meeting adjournment** | There being nothing further to come before the board the meeting was adjourned at 5:31 p.m.

Respectfully submitted

Teri Becker