

# BOARD MEETING MINUTES

## BELVIDERE TOWNSHIP PARK DISTRICT

1006 Lincoln Ave. Belvidere, IL 61008

Boone County, Illinois

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**Meeting Date:** 9/10/2024      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 Aly Graham, Jonathan Cudzewicz

Absent: Jen Jacky, Melissa Merkel

**Meeting agenda** |

Twyning made a motion seconded by Marquardt to approve the meeting agenda dated 9/10/24. 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 08/27/24. A voice vote was taken with all voting yes. Motion carried.

Discussion | None

**Expense Approval Report** |

Nord made a motion seconded by Marquardt to approve the expense report from 8/28/2024 to 9/10/2024. A roll call vote was taken with all voting yes. Motion carried.

Discussion | None

**Board Correspondence** | None

**Public Input** | None

**Staff reports** |

- Executive Director Report – Jen Jacky;  
Discussion: None
- Administrative Service Report – Melissa Merkel;  
Discussion: None
- Parks & Recreation Report – Jonathan Cudzewicz;  
Discussion: None
- Superintendent of Recreation Report – Aly Graham  
Discussion: 3<sup>rd</sup> base program; special recreation program; preschool registration; donation; garage sale

**Unfinished Business** |

→Aquatic Conceptual Design & Market Study | Jacky

Discussion | Workshop scheduled for 10/1/2024

→Baltic Mill Structural Project | Cudzewicz

Twyning made a motion seconded by Nord to approve change order one for the replacement of structurally deficient post for the amount of \$12,817.50.

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

Discussion | None

→Improvements to Riverside Ice Arena | No update

→Boone County Arts Council Mural | No update

→Congressman Foster Visit |

Discussion | Visit summary

**New Business** |

→Work Order System |

Twyning made a motion seconded by Marquardt to approve the contract with Productive Parks for the amount of \$7,417.00 to cover the implementation fee and software licenses for 10 staff members.

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

Discussion | User friendly; additional features; cost reduction; training included

→General Obligation Bond Schedule |

Twyning made a motion seconded by Nord to approve Baird Public Finance to be the administrator of the general obligation bond series 2024 and allow the district to borrow up to and not exceed \$1,340,004.00.

A roll 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 5:25 p.m.

Respectfully submitted

Teri Becker