

**Belvidere Township Park District
Board of Commissioners Board Meeting
Baltic Mill- 920 W. Lincoln Avenue
Belvidere, Illinois 61008
August 24, 2021**

Minutes

The Belvidere Township Park District Board of Commissioners board meeting was called to order at 5:01 p.m. Roll call was taken. Those present were Sam An, Jean Twyning, Mary Marquardt, Amy Grafton, and Daniel Noble. Those also present were Kim Kirkpatrick, Melissa Merkel, Jonathan Cudzewicz, Anthony Williams, and Attorney McGirk.

Meeting Agenda

Twyning made a motion to approve the August 24, 2021 meeting agenda, seconded by Marquardt. A roll call vote was taken with all voting yes. Motion carried.

Meeting Minutes

Twyning made a motion to approve the meeting minutes for August 10, 2021, seconded by Grafton.

Marquardt proposed an amendment to the minutes. Marquardt moved to add the language on page 3 to say Marquardt said I am incredibly disappointed in your comments to Daniel, and Twyning stated that she agrees with Marquardt's comments, and she doesn't think that this was handled very well at all, seconded by Twyning. A roll call vote was taken. Marquardt voting yes, Twyning voting yes, An abstained, Grafton voting no and Noble voting yes. Motion carried.

Back to the original motion, Twyning made a motion to approve the meeting minutes for August 10, 2021, seconded by Grafton. A roll call vote was taken with all voting yes. Motion carried.

Board Correspondence

Twyning provided the Illinois Parks & Rec magazine to show an article Dan Kane wrote about the area.

Public Input

None

Staff Reports

Superintendent of Human Resources- Kirkpatrick stated that masks are required while indoors at all our facilities. Signs have been placed on doors and on our website.

Kirkpatrick stated Alyson Graham will be joining us on September 7, 2021, as our Superintendent of Recreation.

Kirkpatrick also stated that she has started the hiring process for the Superintendent of Parks position.

There was a conversation about Ray Ochromowicz and what additional job duties he could assist the district with as an independent consultant. Marquardt and Twyning suggested adding this to a future agenda item.

Kirkpatrick stated she has an orientation coming up and the district has secured some employees that will be able to drive vehicles to transport children to Third Base.

Kirkpatrick updated the board on the district's health insurance rates for the upcoming year. The board decided that Noble and Grafton could sign the renewal documents in lieu of an Executive Director.

Superintendent of Administrative Services- Merkel shared a document showing the amounts of Impact Fees the district has collected from 2018-2020.

Merkel stated the district has received two tax disbursements this year and expecting our third disbursement later this week.

Merkel shared the news that Dawn Zenaty was promoted to Administrative Services Assistant.

Merkel said the Fall Go Guide was released and currently Third Base had a waiting list.

Merkel also stated that the district had a booth at the Boone County Fair and a survey was distributed and Beachum would provide the results for his next board report.

Merkel provided an update on legal counsel fees.

Merkel stated she had a draft of the 2020 financial audit.

Unfinished Business

- a. Appointment to Parks & Conservation Foundation Board- Legal Opinion

Attorney McGirk provided a legal opinion stating that two members of the Park District board may serve on the Parks & Conservation Foundation board.

Marquardt told the board the records for the Parks & Conservation Foundation have been removed from the Park District and are in the hands of the Parks & Conservation Foundation Board President.

New Business

- a. Approval of Administration Paving Project

Twynning made a motion to approve the administration paving and concrete project to Rockford Structures for the sum total including alternate 1 of \$94,400.00, seconded by Marquardt. A roll call vote was taken with all voting yes. Motion carried.

Next meeting agenda items

Ray Ochromowicz to assist with other duties the district may need
Update on Keen Age Center if they sell any vehicles

At 5:41 p.m. Grafton made a motion to adjourn, seconded by An.

Meeting adjourned.

Submitted by,
Melissa Merkel