

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, October 12, 2022 at 6:30 p.m.

PRESENT: Board Members: Shaun Legge, Diane Scents, Roberta Troeger, Dan Hoyt and John Fincham

Absent: Bill Clemons

Staff present: Executive Director, Bill Novicki and Board Secretary/Treasurer, Angela Seville

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from September 14, 2022 were made available to all Board Members.

A motion was made by Diane Scents and seconded by Roberta Troeger to accept the minutes of the September 14, 2022 Board meeting as presented.

ROLL CALL VOTE:

Shaun Legge, aye Diane Scents, aye Roberta Troeger, aye Dan Hoyt, aye John Fincham, abstain
4 ayes, 1 abstain, 0 nays

MOTION CARRIED

CORRESPONDENCE: None

PUBLIC COMMENT: None

TREASURER REPORT: The following ending cash balances for September, 2022 were presented.

Corporate	\$185,997.10
Recreation	\$196,292.65
Paving & Lighting	\$ 16,697.47
Audit	\$ 6,218.25
Liability Insurance	\$ 38,205.11
Social Security	\$ 21,011.44
Unemployment/Workman's Comp	\$ 45,460.08
IMRF	\$ 40,517.97
Special Recreation Fund	\$ 57,785.44
2020 Bond (funds in checking)	\$ 48.65
2020 Bond Debt Service Fund	<u>\$117,377.50</u>
	\$725,715.28

2020 Bond (Capital Projects) in Money Market \$ 312,537.09

A motion was made by Roberta Troeger and seconded by Dan Hoyt to accept the Treasurer's Report as presented subject to audit.

ROLL CALL VOTE:

Diane Scents, aye Roberta Troeger, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye
5 ayes, 0 nays

MOTION CARRIED

BILLS: The following bills were presented for approval.

Corporate Fund	\$	12,940.82
Recreation Fund	\$	7,599.98
Paving & Lighting	\$	4,155.00
Social Security Fund	\$	1,878.76
Unemployment/Workmans Comp	\$	244.85
IMRF Fund	\$	2,042.88
Special Recreation Fund	\$	12,901.65
2020 Bond-Capital Fund	\$	8,975.54
	\$	50,739.48 Total Bills

A motion was made by Diane Scents and seconded by John Fincham to accept the bills as presented subject to audit.

ROLL CALL VOTE:

Roberta Troeger, aye Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Diane Scents, aye
5 ayes, 0 nays
MOTION CARRIED

DIRECTOR'S REPORT: A copy of the Director's report was made available to all Board Members. Executive Director, Bill Novicki noted that there will be another movie in the park held at Milestone Park, which is a scary movie. The Harvest Moon Hayrides and egg hunt will be held on October 29th, volunteers are needed for the event. A luncheon was held to honor Preschool Director, Barb Olin for her 30th anniversary with the district. The Splash Pad has been winterized and all repairs were completed.

COMMITTEE REPORTS:

RECREATION: Committee Chair, Diane Scents reported that a meeting was held prior to tonight's board meeting and discussed the following:

- Current Programs such as Basketball, Softball, Lunch Bunch, Festival of Trees, Holiday Lane craft show and what additional programs they can bring back.
- Fall/Winter Brochure is scheduled to be completed on time.
- Recreation Manager position is still vacant.

BUILDINGS & GROUNDS: None

FINANCE: None

CAPITAL DEVELOPMENT: None

RISK MANAGEMENT: None

LAW AND ORDER/SAFETY: Vandalism took place at Henderson Park; a police report was filed.

PERSONNEL: None

UNFINISHED BUSINESS:

Milestone Parking Lot Project Update: A response letter was prepared and sent by our attorney as previously requested.

Dog Park: Executive Director, Bill Novicki noted that the plan for the Dog Park has been finalized and Tebrugge Engineering will be publishing the bid notice. Executive Director, Bill Novicki will be drafting a policy for the dog park usage to be reviewed over the next couple of months.

Park Custodian Position Discussion: An interview is set up on Thursday with a potential client from Open Door for the park custodian position.

Baseball Lease Agreement Discussion: The draft agreement was reviewed completely with suggested changes. A final draft will be presented for review at next month's meeting.

City of Sandwich Intergovernmental Agreement Discussion: Executive Director, Bill Novicki noted that he has been in contact with our attorney to prepare a draft intergovernmental agreement regarding the fee structure and shared costs.

NEW BUSINESS:

Increase Investment Options: Board Secretary/Treasurer, Angela Seville recommended that the board invest additional funds into the already established accounts with The Illinois Funds.

A motion was made by Diane Scents and seconded by Roberta Troeger to invest \$75,000.00 of Corporate Funds and \$75,000.00 of Recreation Funds into our accounts with The Illinois Funds.

ROLL CALL VOTE:

Dan Hoyt, aye John Fincham, aye Shaun Legge, aye Diane Scents, aye Roberta Troeger, aye
5 ayes, 0 nays MOTION CARRIED

Festival of Trees/Holiday Lane Craft Show: Executive Director, Bill Novicki noted that the Festival of Trees will be located in the Classic Cinema lobby and the Holiday Lane craft show will be located in the Sandwich High School. The Park District will reimburse the Sandwich School District for the custodial costs for the event with all other fees being waived.

Softball: Discussion of the Spring Softball League took place as this program has had many challenges and has been becoming harder for the recreation staff to manage. It was suggested to no longer manage the league and to rent out the softball fields.

A motion was made by John Fincham and seconded by Diane Scents to no longer manage or offer the Sandwich Park District Girls Softball League (SPDGSL) as discussed.

ROLL CALL VOTE:

John Fincham, aye Shaun Legge, aye Diane Scents, aye Roberta Troeger, aye Dan Hoyt, aye
5 ayes, 0 nays MOTION CARRIED

IAPD Annual Business Meeting: The annual IAPD business meeting is held during the conference and a district can appoint a delegate to represent them on voting matters. Members felt that at this time it was not necessary to appoint a delegate for the IAPD annual meeting.

There being no further business, a motion was made by Diane Scents and seconded by Dan Hoyt to adjourn the meeting at 7:50 p.m.

ROLL CALL VOTE:

Shaun Legge, aye Diane Scents, aye Roberta Troeger, aye Dan Hoyt, aye John Fincham, aye
5 ayes, 0 nays

MOTION CARRIED

The next regular board meeting will be held on November 9, 2022 at 6:30 pm.

Shaun Legge, President

Angela Seville, Secretary