

January 10, 2024

Sandwich Park District

6:30 p.m.

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, January 10, 2024 at 6:30 p.m. The meeting was called to order by President Shaun Legge.

PRESENT: Board Members: Brad Knepper, Diane Scents, Shaun Legge, John Fincham, Theresa Jourdan, Eric Terlep

Board Members absent: Dan Hoyt

Staff present: Executive Director, Bill Novicki and Office Manager Shawn Rickert

Guests/public: None

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from December 13, 2023 were made available to all Board Members.

Motion made by Diane Scents to approve December 13, 2023 minutes with noted corrections seconded by John Fincham.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

CORRESPONDENCE: None

PUBLIC COMMENT: None

TREASURER'S REPORT: Motion was made by Diane Scents to Treasurer's report subject to audit and seconded by Theresa Jourdan.

It was mentioned that \$50,000 was transferred from IL funds \$25,000 in Corporate and \$25,000 in Recreation.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

BILLS PRESENTED: Diane Scents made a motion to approve bills in the amount of \$36, 140.63 seconded by John Fincham.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

DIRECTOR'S REPORT: Recreation is gearing up for the Daddy Daughter dance. Shaun Legge asked about capacity. In working with Haskin school approximately capped at 200, last year was at 130. Registration is over ½ of the max. Theresa Jourdan mentioned if we can check last year's wait list and reach out to those families. Executive Bill Novicki mentioned the district had over 18 community service workers. Ended the year with 88 dog permits for dog park. Ice Rink is up maybe with impending weather will be good for ice development. Donuts were taken over to IVVC as a thank you for assisting with ice rink setup. Patio off of the David A. Francis center was removed with goal to put in a nice picnic area with umbrella.

COMMITTEE REPORTS:

RECREATION: NONE

BUILDING & GROUNDS: NONE

FINANCE: NONE

CAPITAL DEVELOPMENT: NONE

RISK MANAGEMENT: NONE

LAW AND ORDER/SAFETY: NONE

PERSONNEL: NONE

UNFINISHED BUSINESS:

Electric issue at Milestone park – no resolution at this time.

Soccer Shed discussion- postponed at this time

Mower replacement update - no update at this time.

NEW BUSINESS:

Reminder of Economic interest form – Executive Director Bill Novicki reminded the commissioners this should arrive in the mail soon. Complete and mail it to the county – copy of slip needs to be brought to the district office.

Statement of loss - Executive Director Bill Novicki has received proposed statement of loss. Bill gave the board a recap of insurance report. Bill feels that he agrees with the report of \$28,229.

Motion was made by Diane Scents to accept statement of loss seconded by Theresa Jourdan.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

Assessment Appeals Review - Executive Director Bill Novicki explained 3 assessments are in appeals review. Walgreens - keep 2022 assessment it's good for 3 years. FNBO and Old National Bank are the other businesses under assessment appeals. This process of appeals takes some time. The Park District teamed up with other Sandwich entities Executive Director Bill Novicki will report back on the finding to the board.

IAPD/IPRA Annual Conference - Executive Director Bill Novicki reminded that the conference is 2 weeks away. Board representatives attending this year are Theresa Jourdan and John Fincham.

Review of Executive Session Minutes - Diane Scents made a motion to enter in to Executive session at 7:18 p.m. and seconded by Theresa Jourdan

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

Motion was made by Diane Scents to return back to regular session at 7:29p.m seconded by Theresa Jourdan.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

Motion was made by Diane Scents to release executive session minutes dates noted below and seconded by John Fincham.

ROLL CALL VOTE: Brad Knepper, aye Diane Scents, aye Shaun Legge, aye John Fincham, aye Theresa Jourdan, aye Eric Terlep, aye

6 ayes, 0 nays

MOTIONED CARRIED

10-9-2019 Release

05-12-2021 A Release

05-17-2021 Release

06-09-2021 Release

07-14-2021 Release

08-11-2021 Release

09-15-2021 Release

09-27-2021 Release

10-13-2021 Release

07-12-2023 Release

Finance Manager position update – Executive Director Bill Novicki updated the board that a candidate has been selected and an offer will be made.

AJOURN: Theresa Jourdan made a motion at 7:33 p.m. to adjourn seconded by John Fincham.

All in favor – All ayes

Respectfully submitted by Shawn Rickert, Office Manager