

SANDWICH PARK DISTRICT  
FINANCE MEETING  
April 10, 2024

Board of Commissioners Vice President Dan Hoyt called the meeting to order at 5:40 p.m.

**PRESENT:** Members: John Fincham, Dan Hoyt, Eric Terlep, and Diane Scents  
Staff Present: Executive Director, Bill Novicki and Finance Manager, Ginger McKenna

**MINUTES:** Copies of the minutes from November 2, 2023 meeting were made available to all members.

A motion was made by John Fincham and seconded by Diane Scents to approve the minutes of the November 2, 2023 meeting as presented.

4 ayes, 0 nays, 0 abstain

MOTION CARRIED

**CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

FY2023/2024 YTD Balances, Revenue & Expenses: The 2023/2024 actuals for each fund were reviewed. Revenue and expenses were reviewed in the corporate and recreation funds year to date from May 1, 2023. Maintenance costs are lower than expected due to insurance proceeds that were received due to storm damage. Interest rates are good on the funds invested in the Illinois Funds accounts.

Annual Employee Increase Proposal: A report with the recommended annual employee increases was reviewed by the Personnel Committee and it is the recommendation of the Personnel Committee to accept the recommended percentage increases. Additional rate adjustments for two employees were discussed in addition to their percentage increase. The Finance Committee reviewed the proposed increases and the discussion will be reconvened during the regular board meeting following this meeting.

Draft Budget for FY2024/2025: Tax Levy Revenue allocations for FY2024/2025 were discussed during the review of FY2023/2024 actuals. There was an approximate \$20,000.00 swing in what was allocated to the Corporate Fund (more) and to the Recreation Fund (less) for FY2024/2025. In hind sight, we probably allocated more to the Corporate Fund than we should have. When the next levy is done, we will request the allocations for these two funds with this in mind.

A motion was made by Diane Scents and seconded by Eric Terlap to adjourn the meeting at 6:28 p.m.

4 ayes, 0 nays

MOTION CARRIED

The next Finance Committee Meeting is scheduled for August 14 at 6:00 p.m.

Ginger McKenna, Finance Manager