

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Wednesday, February 11, 2026, at 6:30 p.m. The meeting was called to order by Vice-President John Fincham.

PRESENT: Board Members: John Fincham, Eric Terlep, Shaun Legge, Melissa Walsh & Theresa Jourdan.

Board Members absent: Dan Hoyt, Brad Knepper

Staff Present: Executive Director - Bill Novick, Finance Manager – Tes Isham

Guests/public: None

PLEDGE OF ALLEGIANCE

MINUTES: Copies of the Board meeting minutes from January 14, 2026, were made available to all Board Members.

Motion made by Eric Terlep to approve January 14, 2026, minutes and seconded by Theresa Jourdan.

ROLL CALL VOTE: Eric Terlep, aye; Shaun Legge, aye; Melissa Walsh, aye; Theresa Jourdan, abstain, John Fincham, aye.

4 ayes, 0 nays, 1 abstain

MOTIONED CARRIED

CORRESPONDENCE: None

PUBLIC COMMENT: None

TREASURER’S REPORT: A copy of the January Treasurer’s Report was made available to all board members.

Motion was made by Theresa Jourdan to approve January Treasurer’s Report and seconded by Eric Terlep.

ROLL CALL VOTE: Shaun Legge, aye; Melissa Walsh, aye; Theresa Jourdan, aye; John Fincham, aye; Eric Terlep, aye.

5 ayes, 0 nays, 0 abstain

MOTIONED CARRIED

BILLS PRESENTED: A copy of the Bills Payable by Fund report for January were made available to all board members. The following bills were presented:

| | |
|-----------------------------|-----------------|
| Corporate: | \$,8,927.76 |
| Recreation: | 13,411.26 |
| Social Security: | 2,137.04 |
| Unemployment/Workman’s Comp | 8,199.91 |
| I.M.R.F. | <u>1,815.03</u> |
| Report Total | \$34,491.00 |

Theresa Jourdan made a motion to approve bills in the amount of \$34,491.00 subject to audit, seconded by Shaun Legge.

ROLL CALL VOTE: Melissa Walsh, aye; Theresa Jourdan, aye; John Fincham, aye; Eric Terlep, aye; Shaun Legge, aye.

5 ayes, 0 nays, 0 abstain

MOTIONED CARRIED

DIRECTOR'S REPORT: A copy of the Director's Report was made available to all board members. Executive Director Bill Novicki highlighted the following:

- Daddy/Daughter dance went very well. Around 200 were in attendance. Everything went pretty smoothly. The staff have already gone through the recaps of the event and have decided on ways to make the event even better. Everyone liked having it at the new location which gave them a lot more room.
- Mother/Son Bowl is coming up and almost at max already. Staff have been working on that event.
- Administration staff have been working on several things. Tes started working on the budget. Shawn & Bill have a scheduled meeting with Civic Rec to review the ADA requirements for the website. Shawn, Alex & Jordan have been working hard on the summer guide.
- Ice rink has been open on & off with weather fluctuating. They are hoping we can still get a few more days of use before closing.
- Bill asked Gary to do a cost comparison for SPDs janitorial supplies. They now use Janco, but it is starting to become very costly. Bill asked him to compare prices to amazon, Costco, Sams & Rural King for more reasonable pricing.
- Maintenance staff have been preparing equipment for the spring. During some of the nicer days, they have been doing extra cleaning up throughout the parks.
- Bill & Gary would like to attend the Work Truck Week in Indianapolis in March. Dan Hoyt also had interest in going. Bill thought it would be beneficial since SPD is planning on purchasing a new truck this year for maintenance. Bill said that the cost is \$50 for the event and 1 night stay at a hotel.

COMMITTEE REPORTS: None

RECREATION: Theresa Jourdan said that the Recreation committee meet on February 5th. Theresa gave us a programs update. Mentioned that several programs are filling up or full. Summer guide will have a few new things, etching class, adult kickball, adult softball & bags league. Theresa mentioned that they are looking for instructors for fishing & archery. The committee talked about conference and how everyone benefited from going. They also started plans for the 60th Anniversary Celebration.

BUILDING & GROUNDS: NONE

FINANCE: Finance Committee meet prior to board meeting

CAPITAL DEVELOPMENT: NONE

RISK MANAGEMENT: NONE

LAW AND ORDER/SAFETY: NONE

PERSONNEL: NONE

UNFINISHED BUSINESS:

2026 Master Plan – The agreement has been signed. Upland design is putting everything together. Bill thought that Maria from Upland Design would attend our next meeting. Our bond agent Aaron, from Speer Financial, will also attend to present bond options.

SBA Agreement Renewal – Bill said that the renewal is still with SBA. Bill mentioned that we did not change the verbiage about the \$3,000 a year obligation in the contract. SPD still approved it, just didn't change on the contract. Bill thought we should have the contract back & signed by the March meeting.

NEW BUSINESS:

IAPD/IPRA Annual Conference Recap - Everyone seemed to get a lot out of conference. New at conference this year, was classes on Saturday that were geared more towards board members. Bill noted for next year they will have to look into the classes which would be better for the board to attend. Bill said that the board is on a rotation, so Dan, Brad, Eric & Shaun will be going to conference next year.

2026 Portable Restrooms Contract Review and Approval - Bill made available to the board 3 quotes from M&C Rentals, Thrush & Flood's & Royal Flush, for the Annual Portable Restrooms contract. The board discussed the different quotes and mentioned that they were very happy with M&C Rentals and would like to stay with them.

Motion was made by Theresa Jourdan to approve the contract with M&C Rentals for an annual contract of \$10,750.00, seconded by Eric Terlep.

Roll Call Vote: Theresa Jourdan, aye; John Fincham, aye; Eric Terlep, aye; Shaun Legge, aye; Melissa Walsh, aye.

5 ayes, 0 nays, 0 abstain

MOTION CARRIED

2026 Firework Contract Review and Approval – Bill presented the contract with RKM Fireworks Co. for Freedom Days. There was a one-time increase in price due to the fact of the special celebration for 250th year.

Motion was made by Theresa Jourdan to approve the contract with RKM Fireworks Company for a total of \$13,0000, seconded by Shaun Legge.

Roll Call Vote: John Fincham, aye; Eric Terlep, aye; Shaun Legge, aye; Melissa Walsh, aye; Theresa Jourdan, aye.

5 ayes, 0 nays, 0 abstain

MOTION CARRIED

David A. Francis Bathroom Renovations Discussion – Bill has started working with a contractor for a quote for the bathroom renovation. Bill mentioned that if the quote comes back over the \$30,000 threshold it will have to go to bid. Bill is just waiting to hear back from contractor.

2026 Bond Discussion – Bill had said in earlier meetings that we needed to get paperwork for the bond done by October, it is December. That would make the payout for the bond to be in June 2027. Bill did mention that SPD would do a Go-Bond and that SPD's bond maximum is \$900,000. Bill said that he is going to meet with Maria from Upland and Aaron from Speer Financial, to discuss SPD goals and how to get there.

Credit Card Benefits Discussion – Tes suggested that we start using a credit card that gives back rewards. Right now, the credit card SPD uses do not give any rewards or benefits. Bill spoke to the Attorney, and he approved that the Park District could legally do this. Bill & Tes had suggested that the rewards could go towards free programs to help with the expenses. The board agreed that it would be beneficial.

ADJOURN: Motion was made by Theresa Jourdan at 7:14 to adjourn, seconded by Eric Terlep.

5 ayes, 0 nays, 0 abstain

MOTION CARRIED

Respectfully submitted by Tes Isham, Finance Manager

The next regular Board meeting will be March 11, 2026, at 6:30.