

MANHATTAN PARK BOARD AGENDA
Regular Meeting Minutes
Hansen Community Center
397 South State Street, Manhattan IL
Date: October 14, 2021 Time 7:00 pm

Regular Scheduled Meeting

Call to Order: 7:01 p.m.

Roll Call: Bridget Hope, President, Joe Farkas, Treasurer, Kristy Byers, Secretary and Barbara Epps, Commissioner

Absent:

Pledge of Allegiance:

1. **Changes to the Agenda:** None

2. **Swearing in of Appointed Commissioner:** Attorney John O'Driscoll swore in Edward Ludwig to fill the vacant seat. Edward will serve the appointed term until April 2023 when the seat is up for election.

3. **Election of Officers due to Vice-President office opening: Action and Motion requested:** Motion was made by Joe Farkas for a slate election of the following officers:
President: Bridget Hope
Vice-President: Kristy Byers
Treasurer: Joe Farkas
Secretary: Barbara Epps
Second of the Motion: Barbara Epps
Roll Call: Bridget Hope, President, Joe Farkas, Treasurer, Kristy Byers, Secretary and Barbara Epps, Commissioner, Ed Ludwig Commissioner
Motion approved 5-0

4. **Public Comment:** None

5. **Communications:**
 - a. **Jenn Martinson, Lauterbach and Amen, presenting the Annual Financial Report fiscal year ending April 30, 2021:** Jenn Martinson of Lauterbach and Amen was in attendance to present the Annual Financial Report for the year ending April 30, 2021. She outlined the highlights of the year showing great success and noted the IGFOA award for outstanding financial reporting. Director Kelly asked that she speak to the access funds from previous year being utilized for future capital.

6. **Presidents Report:** President Hope thanks Lacinda Shawver for efforts for another seamless and successful annual audit. She reiterated the importance of the district to be financially responsible and transparent to the residents. She also thanked staff for the outstanding reports that are being submitted monthly.

7. Staff and Committee Reports:

- a. **Executive Director:** Director Kelly outlined the operations of the district for the month. He included details from all areas of the organization and reminded the board of his upcoming evaluation.
- b. **Business Operations:**
 - i. **Lacinda Shawver: IMRF Audit Summary:** Ms. Shawver presented the findings from the recent IMRF audit. Other than a few housekeeping items that will be addressed later in the agenda, the findings were positive.
- c. **Recreation Report:**
 - i. **Mackenzie O'Connor: Summer Camp Report:** Ms. O'Connor presented a summary report on the 2021 Summer Camp. Her report showed wonderful growth in participation and improvements to the program overall.
 - ii. **Jake Kaplan: Fall League Report:** Mr. Kaplan presented a summary report on the Fall Youth Athletic Leagues. He provided participation number comparisons, which were positive, and outlined the league format and how future growth will benefit.
- d. **L-Way Special Rec:**
- e. **Village Government Agency Meeting:**
- f. **Foundation Committee:** Director Kelly updated the board on WineFest numbers that were not conclusive at this point. He also stated that the Foundation conducted a wrap-up meeting to discuss next year's event and improvements suggested.

8. Action and Motion requested: Move to approve September 2021, Treasurer's Report including the payment of bills in the amount of \$144,263.12.

Motion: Barbara Epps, First, Joe Farkas-Second

Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner

Motion approved 5-0

9. Consent Agenda:

- a. **Action and Motion requested: Move to approve the following Consent Agenda Items:**
 - i. **September 9, 2021 Regular Meeting Minutes**
 - ii. **September 9, 2021 Regular Meeting Closed Session Minutes**

Motion: Kristy Byers, First, Ed Ludwig-Second

Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner

Motion approved 5-0

10. Old Business

- a. **Hansen Community Center Updates:** Director Kelly provided the Board an update on the renovation status of the HCC.

11. New Business:

- a. **Discussion: The hiring of Grantseekers for the purpose of seeking grants on the behalf of the Manhattan Park District:** Director Kelly provided information to the Board on Grantseekers, a company that focuses on seeking grant money on behalf of other organizations. He stated that he wanted to ensure that the board was in agreement and sought consensus on this direction. The board was in concurrence on this concept moving forward.
- b. **Discussion: The current Mission Statement of the Manhattan Park District and proposed draft of New Culture Statement including an updated Mission Statement:** Director Kelly provided copies of the updated Mission Statement and the newly developed culture statement. He provided marketing info that could be used in an effort to begin informing the community. He stated that he will bring back the updated Mission Statement for approval next month.
- c. **Discussion: 2022 Tax Levy Introduction:** Director Kelly provided and reviewed Will County Estimates for the 2022 Tax Levy. He stated that more detail will be available as we move forward.
- d. **Action and Motion requested: Move to approve the Manhattan Park District Annual Financial Audit Report for the Fiscal Year Ended April 30, 2021**
Motion: Kristy Byers, First, Joe Farkas-Second
Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner
Motion approved 5-0
- e. **Action and Motion requested: Move to approve the Annual Treasurer's Report Fiscal Year Ended April 30, 2021**
Motion: Ed Ludwig, First, Barbara Epps-Second
Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner
Motion approved 5-0
- f. **Action and Motion requested: Move to approve RESOLUTION 21-5 A RESOLUTION TO INCLUDE COMPENSATION PAID UNDER AN INTERNAL REVENUE CODE SECTION 125 PLAN AS IMRF EARNINGS**
Motion: Joe Farkas, First, Kristy Byers, Second
Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner
Motion approved 5-0
- g. **Action and Motion requested: Move to approve RESOLUTION 21-6 A RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO HEALTH INSURANCE AS IMRF EARNINGS**
Motion: Barbara Epps, First, Joe Farkas-Second
Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner
Motion approved 5-0

- h. **Action and Motion requested:** Move to approve RESOLUTION 21-7 A
RESOLUTION APPOINTING DESIGNATED DELEGATES TO THE ANNUAL BUSINESS MEETING OF THE ILLINOIS ASSOCIATION OF PARK DISTRICTS JANUARY 2022

Motion: Kristy Byers, First, Ed Ludwig-Second

Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner

Motion approved 5-0

- 12. **Next Meeting: Regular meeting held, November 11, 2021 at the Hansen Community Center at 7:00 p.m.**

- 13. **Action and Motion requested:** Move to adjourn regular meeting to enter into Executive Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing:

(5) The purchase or lease of real property.

- 14. **Executive Session:**

- a. **Closed Session pursuant to 5 ILCS 120/2 (c) for the purpose of discussing:**

(5) The purchase or lease of real property.

Motion: Kristy Byers, First, Joe Farkas-Second

Roll Call: Bridget Hope, President, Kristy Byers, Vice-President, Joe Farkas, Treasurer, Barbara Epps, Secretary and Ed Ludwig, Commissioner

Motion approved 5-0 at 8:15 p.m.

- 13. **Reconvene for action on items discussed in Executive Session**

Regular Meeting reconvened at 8:54 p.m.

- 14. **Final Adjournment:**

- a. **Motion Requested:** Kristy Byers-First, Barbara Epps- Second

- b. **Vote:** Aye: 5 Nay: 0 Motion Passed 5-0

Adjournment 8:55 p.m.