

## Minutes

The monthly meeting of the Kewanee Park District Board of Commissioners was held at the Kewanee Park District Office Board Room, 1095 Cambridge Road Kewanee, IL 61443 Thursday January 19, 2023 at 5:00 PM.

Present: President Brackett, Commissioner Kapacinskas, Commissioner Heberer, Commissioner Morey, Director Andrew Dwyer, Jennifer Russell (Regional Media)

Absent: Secretary Christy Jackson-Ehnle

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### 1. CALL TO ORDER

1. Roll Call

### 1. CONSENT AGENDA

1. CONSIDERATION OF MINUTES:

1. Regular Meeting December 15, 2022

1. CONSIDERATION OF FINANCIAL STATEMENTS
2. CONSIDERATION OF BILLS FOR APPROVAL

Commissioner Kapacinskas motioned to approve Consent Agenda. Commissioner Heberer seconded the motion. Motion Passed. 5-0

1. PUBLIC COMMENT: None

### 1. NEW BUSINESS

1. **Consideration of Resolution No. 19:** Authorizing Executive Director increase acquisition amount of sprayer

Commissioner Heberer motioned to approve increase acquisition amount of sprayer. Commissioner Morey seconded the motion. Motion Passed. 4-1 President Brackett Nay

1. **Discussion about formation of 501c3 foundation for Park District**
2. **Discussion and selection of activity rates for 2023**

## REPORT FROM DIRECTOR

1. The Kids Christmas party was huge success! Lots of kids and families commented on how much fun they had. We are already planning next year's and like to do it on the night of the last day of school for a good start to winter break!
2. Met with John Cernovich of Cernovich's wrecking. He wants to give Windmont ball diamonds a refresh with red white and blue. His plan is fence, dugout, scoreboard, underside of bleachers, parking lot wall painting and wants to donate a new batting cage. All he asked is that we put a Kewanee A's logo on the lot wall so when they play, they can have a good photo spot and show support.
3. Have begun development and build of our new software! This is exciting as we have many opportunities for success! Trainings and build out are taking quite a bit of staff time but we are enjoying the challenge and making great progress!
4. Other Activities
  1. Begun working on budget for year and adding new line items for better tracking.
  2. Coordinated with IHMVCU on a date for Movie in Park. It will be Saturday June 3, 2023.
  3. Received and have completed the documents to begin our yearly audit.
  4. Set dates for Sandtrappers and Traveling seniors groups with agreements.
  5. Met with Mark at the chamber and due to many circumstances, many beyond his control; he has asked to pause the Polar Plunge for this year and plan for next. We did discuss our software and how to utilize that and potentially making a kickoff announcement at the fireworks next year to help get word out early.
  6. Will be representing Park District as instructor with Junior Achievement in Kewanee School District again this year.
  7. Working with IParks and IPRF teams with onboarding and getting everything lined with our new insurance carriers.
  8. Assisted League of Women voters on their request for a forum regarding candidates for 2023 election.
  9. Had a conference call regarding the tree replacement and costs of remediation of disc golf and other park areas. The call primarily focused on costs and preferred vendors etc.
  10. I was inducted into the elks club to further community involvement
  11. Volunteered to deliver good fellow baskets prior to Christmas.
  12. Plates for memorials are finally in.

13. Attended an evening meeting at the request of Elk's club about their convention golf outing to be held here in late July.
14. Have scheduled meetings with program directors for this upcoming year to touch base and get started!
15. Obtaining pricing for striping of all parking surfaces. Only some need it right now with others soon to follow. Based on pricing, I will bring a recommendation to do some or all very soon.

5. In the parks

1. Carts have been serviced.
2. Tree campaign has begun – Time consuming project
3. Had a few light snows over holiday and crew took care of quickly and promptly

## COMMISSIONER COMMENTS

Commissioner Verstraete: None

Commissioner Morey: Time saved by employees going online, can be put into non-profit work. Like moving forward to the future.

Commissioner Heberer: IMRF audit problem was tracking hours. Andy said he's going to have a report generated to show hours. Asked about FOIA meeting open act he can't get on the testing site. Stumps, the weather has been bad, has he had a chance to start? Part time office per mid March – September. He talked to Andy in September, and he said we had money in the budget but the board needs to approve it. IMRF hours he really wants to watch the hours. He doesn't want another position to come to that. Not wanting to allow someone to go 10 or 12 months, you're finding things to do. The next meeting have a suggested number of hours to work?

Commissioner Kapacinskis: Scholarship applications, start talking about to the different schools so by February we can launch something to them. So, we can get multiple applicants from both schools not just one school.

Commissioner Brackett: Moving forward quick. Apologies for not being here last meeting, was under the weather that happens to all of us.

CLOSED SESSION

2. Sec. 120/2. C-1 Open Meetings The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body

Commissioner Verstraete motioned to enter closed session. Commissioner Kapacinskas seconded the motion. Motion Passed. 5-0

Commissioner Kapacinskas motioned to adjourn closed session and return to the regular meeting. Commissioner Verstraete seconded the motion. Motion Passed. 5-0

## ACTION TAKEN FROM CLOSED SESSION

1. Staff compensation/raises

### Raises

Dwyer 3% to \$37.07/hr equivalent

Erickson 3% to \$28.83 /hr equivalent

Roeder 3% to \$26.05 hr equivalent

Ince 3% to \$18.53 / hr

Ehnle 3% to \$18.53/hr equivalent

LaFollette 6% to \$17.00 /hr

Swearingen 7% to \$14.00 /hr

Maxon 6% to \$16.00 /hr

Commissioner Verstraete motioned to accept the staff compensation/raises. Commissioner Heberer seconded the motion. Motion Passed. 5-0

ADJOURN

With nothing further to discuss President Brackett entertained a motion to adjourn the meeting. Commissioner Verstraete motioned to adjourn the meeting. Commissioner Heberer seconded the motion. All in Favor. Motion Passed. 5-0