

**Minutes of the Regular Meeting** of the Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, on **May 14, 2024.**

President Ford called the meeting to order at 7:30 PM. After the pledge of allegiance, the roll was taken.

**COMMISSIONERS PRESENT**

Emily Ford, President	Kimberley Meehan, Commissioner
Liz Bolash, Vice President*	Jay Sullivan, Commissioner
Mark Votruba, Treasurer	Matt Postma, Commissioner
Bill Cooley, Commissioner	

**COMMISSIONERS ABSENT**

None

**STAFF PRESENT**

Amy Charlesworth, Interim Executive Director	Bob Veller, Supt. of Ice Arenas
Conor Cahill, Supt. of Recreation	Dominic Calderisi, Safety Coordinator* & Project Manager
Doug Haywood, Supt. of Finance & IT	Liz Dalessandro, Recording Secretary
Brian McKenna, Supt. of Parks	

*\*Mgr. Calderisi arrived at 7:30 PM, while roll was being taken.*

**SPECIAL BOARD ACTION**

Comm. Ford declared the public hearing open for discussion of the 2024-25 Tentative Annual Budget and Appropriation Ordinance. The tentative Budget and Appropriation Ordinance has been posted on our website and at the District's Administrative Office for public viewing since May 3rd. Copies were available to the public at this meeting. There being no questions or comments from Board Members, Staff, or the audience, Comm. Cooley moved to close the public hearing. The motion was seconded by Comm. Meehan and passed on a roll call vote as follows:

Ayes: Cooley, Ford, Meehan, Postma, Sullivan, Votruba  
Nays:  
Absent: Bolash

**RECOGNITION OF VISITORS**

None

**CONSENT AGENDA**

Comm. Sullivan moved, seconded by Comm. Postma, the Board of Park Commissioners approve the previously distributed consent agenda. The motion was passed on a roll call vote as follows:

Ayes: Cooley, Ford, Meehan, Postma, Sullivan, Votruba  
Nays:  
Absent: Bolash

**FINANCE**

The financial summary of the Park District as of April 30, 2024 is as follows: zero in the payroll account, \$21,804.49 in the administrative account, \$147,000.43 in the general fund. The Park District investment summary as of April 30, 2024 is as follows: \$390,250 in the BMO Harris Bank prime money market plus

account, \$2,709 in the Evergreen Bank Group Cornerstone money market account, \$13,020,339 in the Illinois Park District Liquid Asset Fund (IPDLAF+)

Comm. Votruba read and moved, seconded by Comm. Meehan, the Board of Park Commissioners approve the following resolution:

**A RESOLUTION PERTAINING TO THE APPROVAL OF BILLS  
CHARGED TO THE GENERAL CORPORATE FUND ON MAY 14, 2024**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that the following disbursements to the General Corporate Fund be approved for payment:

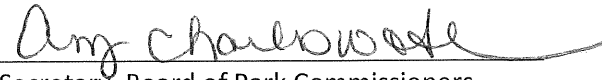
CHECK #	PAYEE	AMOUNT
15058	Bear Construction	\$34,392.00
15059	City of Rolling Meadows	\$6,442.46
15060	Comcast	\$2,742.80
15061	Constellation New Energy	\$5,269.58
15062	Divine Signs & Graphics	\$5,162.00
15063	General Mechanical Services (PremiStar)	\$1,240.00
15064	Hitchcock Design	\$10,692.00
15065	Home Depot	\$3,059.85
15066	Homer Industries	\$4,600.00
15067	Industrial Safety Products	\$5,826.00
15068	NICOR Gas	\$2,538.86
15069	Park District Risk Management Agency	\$48,218.96
15070	PlanSource	\$3,960.84
15071	Premium Plus Promotional	\$1,020.50
15072	Richmond Fisheries	\$1,750.00
15073	Schutt Sports, LLC	\$1,910.00
15074	Service Sanitation	\$2,002.94
15075	SportsKids, Inc	\$2,700.06
15076	Sterling Network Integration	\$36,228.97
15077	Three Blind Mice	\$3,317.00
15078	TSA Productions	\$5,750.00
15079	Verizon Wireless	\$1,603.95
15080	Walnut Creek Nursery	\$4,462.00
15081	Warehouse Direct Workplace	\$1,978.66
15082	Chicagoland Pool Management	\$46,182.00
15083	ExcalTech	\$1,067.00
15084	G&I Electric	\$2,025.00
15085	Groot, Inc	\$2,344.15
15086	HR Source	\$2,020.00
Total General fund Checks for May 14th, 2024		\$250,507.58

Presented the 14th day of May 2024

AYES: 6  
NAYS: 0  
ABSENT: 1

Approved the 14th day of May 2024

  
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President, Board of Park Commissioners

ATTEST:   
Secretary, Board of Park Commissioners

Comm. Sullivan inquired about the invoices from Sterling Network Integration. He wanted to know if all the updates through this vendor have been completed. Supt. Haywood advised most of the upgrades are in place, but there are still a few remaining.

Motion was unanimously approved by all present.

**UNFINISHED OR CONTINUING BUSINESS**

None.

**NEW BUSINESS**

Comm. Ford introduced a Resolution Authorizing the Appointment of an Authorized IMRF Agent to appoint Supt. Haywood as the authorized agent for our organization. Comm. Votruba asked if this appointment would be permanent. Dir. Charlesworth advised it would be a temporary appointment, until we have a new Executive Director or Supt. Of Human Resources. Comm. Postma moved, seconded by Comm. Cooley to appoint Supt. Haywood as the Authorized IMRF Agent. The motion was passed unanimously by all present.

**DEPARTMENT UPDATES**

Administration:

Supt. Haywood stated the budget would be formally adopted at the next meeting.

Ice:

Supt. Veller did not have any updates outside of his report. Comm. Ford complimented the Ice Show. Supt. Veller said the show went well. He is still crunching numbers for the show and will have more information at the next meeting.

Parks:

Supt. McKenna provided updates on the pool and how it is being prepared to open. He also discussed the start of the Countryside Park project and the positive feedback from homes that neighbor the park.

Recreation:

Supt. Cahill discussed the success of Saturday's Pancake Breakfast for the Rolling Meadows Fire Department. He also talked about the booth we had at Family Services Day. There was topic discussion. Supt. Cahill advised his team is preparing for the camp programs and training pool cashiers. Comm. Cooley questioned if the Park District had a logo tent for the city's use at the Memorial Day celebration and expressed interest in purchasing a tent. Supt. Cahill offered to obtain quotes on a tent for this purpose.

## **REPORT OF OFFICERS**

President:

None.

Vice President:

None.

Treasurer:

None.

Executive Director:

Dir. Charlesworth shared that the district earned a \$500.00 incentive from PDRMA for completing the first portion of the 2024 Risk Management Review. She also took a moment to highlight a thank you email from a resident that received a scholarship for their child to attend summer camp via our Financial Assistance Program.

## **MATTERS FROM COMMISSIONERS**

Comm. Meehan thanked Supt. Cahill for his work on the financial program that led to the thank you email from a resident. She is very happy we have that program.

Comm. Cooley recommended contacting the city before purchasing a tent to ensure they would allow its use. Dir. Charlesworth also suggested finding other uses for the tent before purchasing.

Comm. Sullivan was happy with the Pancake Breakfast event. He believed it went well and enjoyed being in the courtyard with everyone in the nice weather. Comm. Sullivan then asked if flooring in the reception area of West Meadows was going to be replaced. He was receiving conflicting information from Staff when asked. Supt. McKenna advised the flooring in that area is not being replaced as it would not make monetary sense to do.

## **EXECUTIVE SESSION**

President Ford requested a motion to close the public portion of the meeting and convene in executive session pursuant to Illinois State Statute 5 ILCS 120/2(c)(1) of the Open Meetings Act for discussion regarding appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers. Comm. Votruba moved, seconded by Comm. Postma, the Board of Park Commissioners convene in executive session. The motion was passed on a roll call vote as follows:

Ayes: Cooley, Ford, Meehan, Postma, Sullivan, Votruba

Nays:

Absent: Bolash

The Commissioners entered executive session at 7:48 PM.

*\*Comm. Bolash entered the meeting at 7:48 PM as Staff were being dismissed.*

Comm. Cooley moved, seconded by Comm. Sullivan, the Board of Park Commissioners return to regular session at 8:18 PM. The motion was unanimously approved.

**EXECUTIVE SESSION ACTION**

None.

**SCHEDULE OF MEETINGS**

Committee of the Whole	May 15, 2024	7:30 PM
Regular Board Meeting	May 28, 2024	7:30 PM
Regular Board Meeting	June 11, 2024	7:30 PM

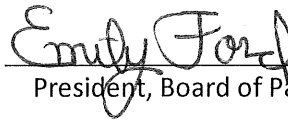
**ADJOURNMENT**

There being no further business to come before the Board on this date Comm. Bolash moved to adjourn the regular meeting. Comm. Meehan seconded the motion at 8:18 PM. Motion was unanimously approved.

AYES: 7  
NAYS: 0  
ABSENT: 0

Presented the 28th day of May 2024

Approved the 28th day of May 2024



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President, Board of Park Commissioners

ATTEST:

  
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Secretary, Board of Park Commissioners