

**SUGAR GROVE PARK DISTRICT**  
**August 12, 2019**  
**7:00p.m.**  
**Repede Center**

**BOARD MEETING MINUTES**

- 1. Meeting was called to order** by President Carmody at 7:03pm.  
Roll call was taken:

President Sean Carmody	Present
Commissioner Steven Becker	Absent
Commissioner Dawn Eby	Present
Commissioner Chris Walker	Present
Commissioner Jesse Kinsland	Present
Executive Director Karen Pritchard	Present

Staff in attendance:

Eric Smith, Marketing & Communications Manager

- 2. Public and Guests**

None

- 3. Consent Agenda**

A. Commissioner Eby made a motion to approve Consent Agenda Item A. Board Meeting Minutes of July 8, 2019 and Consent Agenda Item B. July 2019 Treasurer's Report and Disbursements totaling \$55,773.17. Commissioner Kinsland seconded. Roll call vote was taken:

President Carmody	Aye
Commissioner Becker	Absent
Commissioner Eby	Aye
Commissioner Walker	Aye
Commissioner Kinsland	Aye

Motion passed 4-0

- 4. Action Items**

**A. Audit Proposal**

Commissioner Kinsland made motion to accept the three-year audit proposal from Sikich LLP. Commissioner Walker seconded and the motion passed 4-0.

**B. Election of Board Officers**

The Executive Director recommended that the election of Board Officers take place at a future meeting when all Commissioners are present. There were no objections to this recommendation.

- 5. Other Business**

**A. 2020 Budget & Levy Schedule**

Executive Director Pritchard proposed a schedule and plan for budget review, Tax Levy Ordinance #19-01, and Budget & Appropriation Ordinance #19-02. The Board approved the schedule by consensus.

### **B. Corn Boil 5K Recap**

The Executive Director complimented Blake on a successful 5K event and referred to the recap information in the board packet. Commissioner Eby noted that next year's date for the 5K was incorrectly listed and should be Saturday, July 25, 2020. Eric presented a video of the 5K that he had posted on Facebook. Commissioners extended compliments.

### **C. Focus Group & Survey Update**

Most focus groups have been completed. Executive Director Pritchard thanked Commissioner Walker for publishing an article in the Elburn Herald/Kane County Chronicle that encourages residents to be heard by completing our survey.

### **D. Board Policy Manual**

The following sections were reviewed and approved:

- 1.1 – Authority – Illinois Park District Code
- 1.2.1. - Number of Park Board Commissioners
- 1.2.2. - Terms of Office
- 1.2.3. – Qualifications

The following sections were reviewed but require changes per board member recommendations:

- 1.2.4. – Elections & Appointments
- 1.2.5. – Board Officer Responsibilities
- 1.2.6. – Commissioner Vacancies
- 1.2.7. – Prospective Candidate Information
- 1.2.8. – Orientation of New Commissioners

### **E. Meeting with Village of Sugar Grove**

Commissioners Eby and Kinsland reported on their meeting with Director Pritchard and Village of Sugar Administrator Eichelberger and Village President Michels.

Commissioner Kinsland found the meeting extremely valuable. The Village shared the opportunities and challenges with proposed developments. Additionally, the Village shared the process of when a residential development is planned, that high-quality land is dedicated and the park is expected to be fully developed by the developer. Commissioner Kinsland found it advantageous to stay connected as future development plans within the Village could impact the Park District."

Commissioner Eby -

#### **F. Other**

- Thank you to Commissioners Eby and Kinsland for their participation in the Corn Boil parade and the 5K run awards.
- Work on the Prairie Building will start this Thursday and will include removal of the overhead garage doors as well as new siding.
- Kaneland School District is hosting Taste of Kaneland on Sunday, August 25 from 3-7pm at Kaneland High School. Park District staff will host a pie eating contest at the event.
- FVSRA 2019 recognition banquet will be held Sept 13 from 6-10pm. Commissioners are asked to rsvp to Director Pritchard by August 30.
- The last concert in the Groovin' in the Grove series will be held on September 13 at 7pm and will feature local artist Tyler Krienitz and his band.

#### **7. Adjournment**

Commissioner Kinsland made a motion to adjourn. Commissioner Eby seconded and the motion passed unanimously. President Carmody adjourned the meeting at 8:25pm.

Commissioners were reminded that the September meeting has been rescheduled to September 23 at 6pm. Commissioner photos will be taken at this meeting.