

SUGAR GROVE PARK DISTRICT  
 Repede Center  
 61 S. Main Street  
 Sugar Grove, IL 60554

May 10, 2021  
 7:00p.m.

BOARD MEETING MINUTES

**1. Call to Order**

Meeting was called to order by President Eby at 7:08 pm.

It was announced that this meeting is being conducted by audio or video conference, or in-person.

Roll Call was taken:

	Physically Present	Virtually Present	Audio Confirmed	Absent
<i>Commissioners:</i>				
President Dawn Eby		X	X	
Commissioner Steven Becker				X
Commissioner Sean Carmody		X	X	
Commissioner Jesse Kinsland		X	X	
Commissioner Chris Walker		X (arrived at approximately 7:40 pm)		
<i>Staff:</i>				
Karen Pritchard, Executive Director	X	X	X	

**2. Public and Guests**

None

**3. Consent Agenda**

Commissioner Kinsland made a motion to approve Consent Agenda Item A. Board Meeting Minutes of April 12, 2021, and Consent Agenda Item B. April 2021 Treasurer's Report and Disbursements totaling \$56,297.15. Commissioner Carmody seconded.

Roll call vote was taken:

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

Motion passed 3-0. (2 absent)

#### 4. Staff Reports

Staff Reports are included in the board packet. President Eby noted that things seem to be picking up. She asked if staff is keeping busy, and Director Pritchard confirmed.

#### 5. Action Items

##### A. Commissioner Appointments

President Eby made motion to appoint Jesse Kinsland. Commissioner Carmody seconded. President Eby withdrew her motion at the realization that Commissioner Kinsland should not vote for his own appointment. This item was tabled until Commissioner Walker arrived.

##### B. Commissioner Installation and Oath of Office

Tabled until Commissioner Walker arrived.

##### C. Staff Appointments

Commissioner Carmody made a motion to approve the staff annual appointments for 2021 as written:

- a. Board Secretary - Pritchard
- b. Board Treasurer - Wandless
- c. FVSRA Board - Pritchard
- d. FVSRA Board Alternate - Commissioner Sean Carmody
- e. FOIA Officer - Pritchard
- f. OMA Designee - Pritchard
- g. Safety Coordinator - Pritchard
- h. ADA Coordinator - Clayton

Commissioner Kinsland seconded. Roll call vote was taken: Roll call vote was taken:

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

Motion passed 3-0. (2 absent)

**D. Salaries**

Commissioner Carmody made a motion to end the salary raise freeze and allow the Executive Director the ability to raise full-time salaries retroactively to the beginning of this fiscal year using a 3% raise pool. (This does not include the newly-hired Business Manager that is being shared through an IGA with FVSRA.) Commissioner Kinsland seconded. Roll call vote was taken:

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

Motion passed 3-0. (2 absent)

**6. Other Business Items**

- A. Master Plan - Written progress update was provided by PRI.
- B. OMA & FOIA Training - IL Attorney General's electronic training web page is down. Once it is posted and fixed, this information will be shared.
- C. School facility usage - We will be allowed to use school facilities in Fall.
- D. Program manager position will be posted in May with hopes of start date in July.
- E. FVSRA Leonard Case - Director provided a brief recap of the conclusion of the case.
- F. President Eby let the board know that Village President Jen Konen contacted her and has an interest in working with the park district on some projects. President Eby also suggested a regular meeting of the local taxing bodies for the purpose of information sharing. Commissioner Kinsland suggested that we should seek feedback from all the local governmental entities during the master plan process. This would be a way to get them involved and connected with our vision.

**7. Executive Session**

Personnel - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, pursuant to per 5ILCS 120/2(c)(1) of the Open Meetings Act.

President Eby made a motion to move into Executive Session at 7:31pm for the purpose of discussing 5 ILCS 120/2(c)(1). Commissioner Kinsland seconded. Roll call vote was taken:

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

Motion passed 3-0. (2 absent)

**8. Reconvene for Action on Items Discussed in Executive Session (if necessary)**

Regular session was reconvened by President Eby at 8:08pm. (Commissioner Walker arrived in the meeting during Executive Session at approximately 7:40pm.)

**A. Commissioner Appointments**

President Eby renewed her motion from earlier in open session of the meeting to appoint Jesse Kinsland to a 2-year term 2021-2023. Commissioner Carmody seconded. Roll call vote was taken:

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

Motion passed 3-0. (1 absent. 1 abstain)

**B. Commissioner Installation and Oath of Office**

Commissioner Walker was elected to a 4-year term 2021-25. Commissioner Kinsland was appointed to a 2-year term 2021-23. President Eby swore in the commissioners as they recited their Oaths of Office.

**C. Salary adjustments**

President Eby made a motion to allow the Executive Director to make some salary adjustments as she sees fit for full-time employees keeping in mind that those adjustments will keep us within our budget structure for the 2021 year and may exceed the 3% normal raise pool. Commissioner Kinsland seconded. Roll call vote was taken:

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

Motion passed 4-0. (1 absent)

**9. Adjournment**

Commissioner Walker made a motion to adjourn. Commissioner Kinsland seconded. Roll call vote was taken:

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

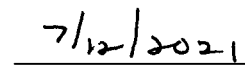
Motion passed 4-0. (1 absent)

President Eby adjourned the meeting at 8:18 pm.

President Eby determined that the next board meeting on June 14, 2021 at 7pm will be a virtual meeting.

Respectfully submitted,

  
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Karen Pritchard, Board Secretary

  
\_\_\_\_\_  
Date