

SUGAR GROVE PARK DISTRICT

VIRTUAL MEETING

**Repede Center
61 S. Main Street
Sugar Grove, IL 60554**

**June 13, 2022
6:00p.m.**

BOARD MEETING MINUTES

1. Call to Order

Meeting was called to order by President Eby at 6:02pm.

Roll Call was taken:

Virtually Present: Physically Present:

Present: Present:

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Absent:

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Board Member:

President Dawn Wrona Eby

Commissioner Steven Becker

Commissioner Sean Carmody

Commissioner Jesse Kinsland

Commissioner Chris Walker

Staff:

Executive Director Karen Pritchard

2. Public and Guests

Brian LeFevre, Mike Schomas, Scott Nadeau

3. Audit Presentation

Brian LeFevre, partner from Sikich, was pleased to present the district's 2nd Annual Comprehensive Financial Report for the fiscal year ended December 31, 2021. He said the audit went smoothly and right on time. Brian said he was pleased to present an unmodified opinion and the financial statement is presented fairly in accordance with generally-accepted accounting principles free of material misstatement. This is the highest level of opinion you can receive on your financial statements.

The district received the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association in the first year that they applied for the award. This is the highest level of financial reporting within the local government community. There are not a lot of park districts in the program relative to the number of park districts across the county; and based on our size, Brian said it is a significant achievement and should be commended. The majority of the park districts that are in the program are much larger. Brian said Ellen and Karen should be commended for their work on the report, and Suzanne and Karen for the initial report.

President Eby asked if there is anything the board should be watching out for as the market is "tanking" right now. Brian said the cost of doing business is significantly higher now than a year ago. He recommended continuing to monitor the "Budget vs Actual" reports and have dialog

about this at board meetings. He also recommended to continue to document the need for maintaining reserves for planned capital projects.

4. Consent Agenda with Roll Call Vote

Commissioner Carmody made a motion to approve the consent agenda which includes the following: Minutes from May 9, 2022 meeting. May 2022 Treasurer's Report and Disbursements totaling \$23,519.06. Commissioner Becker seconded.

Roll call vote was taken:

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

Motion passed 4-0, 1 absent

5. Staff Reports for May 2022

President Eby commented that it seems like staff is keeping really busy especially compared to last summer.

6. Action Items

A. Approve and Accept the Audit –

Commissioner Carmody made a motion to approve and accept the Annual Comprehensive Financial Report for the Fiscal Year Ending December 31, 2021. Commissioner Becker seconded.

Roll call vote was taken:

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

Motion passed 4-0, 1 absent

B. Resolution #22-01 Appointment Authorized Agent to IMRF

Commissioner Becker made a motion to approve Resolution #22-01 appointing Ellen Wandless as the Authorized Agent to IMRF. Commissioner Walker seconded.

Roll call vote was taken:

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

Motion passed 4-0, 1 absent

C. Resolution #22-02 – Authorizing a Board Secretary – Commissioner Carmody made a motion to approve Resolution #22-02 authorizing Scot Nadeau as board secretary effective June 30, 2022. Commissioner Walker seconded.

Roll call vote was taken:

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

Motion passed 4-0, 1 absent

D. Annual Appointments

- 1) **Board Treasurer** – Ellen Wandless
- 2) **ADA Coordinator** – John G. Clayton
- 3) **FVSRA Alternate Board Member** – Commissioner Sean Carmody
- 4) **Effective June 30, 2022, Scott J. Nadeau appointed to the following positions**
 - a) Board Secretary
 - b) FVSRA Board Member
 - c) FOIA Officer
 - d) OMA Designee
 - e) Safety Coordinator

Commissioner Carmody made a motion to approve the annual appointments at written.
Commissioner Becker seconded.

Roll call vote was taken:

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

Motion passed 4-0, 1 absent

7. Other Business Items

- A. **Annual Commissioner Anti-Harassment & Discrimination Training** – Commissioners were asked to review the policy and sign the acknowledgement.
- B. **Windstone HOA Parks Use Survey** – Commissioner Kinsland asked that survey appear in the board packet and call attention to the section that refers to the park district. Windstone HOA has used this survey for their residents. Commissioner Becker said that Windstone HOA will be meeting at the Sugar Grove Fire Department, and he will attend that meeting.
- C. **Parks Update** – Power washed and sanitized playground equipment at Chelsea, Strubler, and Dugan West parks. Also topped off our wood fiber mulch at Black Walnut, Dugan West, McDole, and Windsor Point parks.
- D. **Town Center Committee Update** – President Eby said she received an email on June 7 about scheduling a date for a meeting towards the end of the summer.
- E. **Groovin' in the Grove Concert** – 1st concert with The Student Body band at 7pm on Thursday June 6.
- F. **Tour de Farms** – Fundraiser with the National Multiple Sclerosis Society bike tour will be using the Sugar Grove Sport Complex as a rest stop on June 26.
- G. **Master Plan Update** – PRI put together an RFP for architectural services to assess our buildings. This assessment will become a part of the master plan. President Eby requested that PRI get the board something to review at the next meeting.
- H. **Repede Center Roof** – The roof has been leaking in the garage areas. The cardboard boxes that contain our archive files were water damaged and grew black mold. The files were saved and

placed in plastic boxes. The new boxes were then relocated to an area of the bay that did not experience water leaks. A mold remediation company was contacted and cleaned up the black mold. Scott has experience with replacing a flat roof and reiterated that a public bid process will be required. Commissioners were asked to submit their company suggestions. Mike Schomas also suggested reaching out to Tony Speciale, the Village Public Works Director. He also recommended researching green roof grant opportunities.

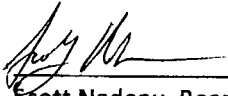
I. **Request to reschedule July 11 board meeting to July 18** – Board consensus to host the next meeting on July 18th and make it a virtual meeting.

8. Adjournment

Commissioner Becker made a motion to adjourn. Commissioner Carmody seconded. Vote 4-0, 1 absent. Motion carried. President Eby adjourned the meeting at 7:15pm.

President Eby determined that the **next board meeting on July 18, 2022 at 6pm** will be a **VIRTUAL** meeting. In-person option will be at the Repede Center.

Respectfully submitted,



Scott Nadeau, Board Secretary

7/18/2022
Date