LITCHFIELD PARK DISTRICT Meeting Minutes

Regular Monthly Meeting on July 5th. 2023

7:00 PM – REGULARLY SCHEDULED MONTHLY MEETING OF THE BOARD OF COMMISSIONERS for the Litchfield Park District, 1100 South State St. in Litchfield, IL, called to order by President Jeff Heyen.

Administer Oath of Office to Commissioner Blake Middleton. The oath was administered by Steven Bryant.

Roll Call: Jeff Heyen <u>X</u> Brian Kulick <u>X</u> Sherry Bergschneider <u>X</u> Kaitlin Fenton <u>X</u> Katie Cross <u>X</u> Chris Bates <u>X</u> Blake Middleton <u>X</u>

A motion to accept the minutes from the June 2023 meeting. Brian Kulick made the motion to accept the minutes and it was seconded by Kaitlin Fenton. Motion carried.

A motion to accept all financial reports for June 2023:

Monthly Balances Cash Receipts/Deposit Detail Cash Disbursements/Bills Monthly & YTD Profit & Loss Profit Loss Between Fiscal Years The motion was by Brian Kulick and seconded by Chris Bates. Motion carried.

Committee Reports

Park Maintenance by Blake Middleton

• Report on Bark Park equipment installation.

All the equipment has now been installed at the bark park. Maintenance has been placing dirt in the low spaces within the dog park.

Ball Parks by Sherry Bergschneider

• Update of lights/power at Schalk Field.

Nick Pastrovich has repaired the main power at Walton Park. He will replace the lights when they come in. There are also a couple of lights to be replaced at Schalk field.

Community Center by Katie Cross

• Report on CC Generator installation.

The generator was paid for by Kilton Funds has been ordered. It will be installed once it comes in.

Report Wing'd Rider event recently held here.

The Red Wing's Rider event was held at the community center. They were very pleased with our facility and plan to hold their event here again next year.

Recreation/Reinvesting by Kaitlin Fenton

Update on Back-to-School Lock-In.

The date for the back-to-school locked in will be August 5th, 2023. Patrice Corso is now working with The Fellowship of Christian Athletes and will be one of the adults chaperoning the event. There will be a cap on the number of high school students to attend placed at 75. The fee for the event is \$5.00 per student with a maximum at \$15.00 per family.

• Discuss upcoming summer concert.

Our next Walton Park summer concert will be held on the 14th of August with Retro Rocker being sponsored by CNB Bank and Trust. The A & G Kountry Kookin food truck will be there selling food and drinks.

<u>Financial</u> by Brian Kulick

• Discuss and take action on reducing signatures on the Brubaker Trust at LBT.

There are currently two signatures required to write checks over \$1,000.00. The bank is now charging for this due to the time it takes to verify signatures manually. Clyde Brubaker was consulted and gave his approval for the change to one signature. A motion was made by Chris Bates and seconded by Katie Cross. Motion carried.

• Update on annual audit.

The audit has been completed. Amy Patton will present findings to the board in August or September.

Pool by Chris Bates

• Monthly update on pool operations.

They did have an issue with the chlorinator machine. Midwest Pool and Court Co., Inc. was called in to fix the issue. The pool is currently up and running.

Old Business:

• Report on Website redesign.

We are currently waiting on the website designer to complete the webpage. He anticipates it to be complete by mid-July.

• Discuss IParks bootcamp.

The consensus we received on the IPark Bootcamp feedback was that it was very long at three + hours but it was very informative.

• Discuss the Efficiency Committee.

We need to begin the Efficiency Committee meetings. The members or the committee that are not board members need to be contacted to see what time works better for them before we schedule a meeting.

New Business:

• No report.

Executive Session:

Adjournment:

A motion was made by Chris Bates to adjourn the meeting and was seconded by Sherry Bergschneider. Motion carried.

Commissioners 4150 unotiment for itseut year.													
2023-2024	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FY
Jeff Heyen													
Brian Kulick													
S. Bergschneider													
Kaitlin Fenton													
Katie Cross													
Chris Bates													
Blake Middleton													

Commissioners' \$150 allotment for fiscal year: