

1. **Call the Meeting to Order** – The meeting was called to order at 6:30 pm by President Dorothy Lange.
2. **Roll Call**

Board Members Present (roll call):

Dorothy Lange, President
Georgia Schroeder, Vice President
Denice Sbertoli, Commissioner - *absent*
Greg Stimpson, Commissioner
Eugene Wesley, Commissioner

Staff:

Jon Marquardt, Executive Director
Victoria Montejo, Director of Finance & Administration
Ben Appler, Director of Parks & Facilities
Brittany Lynam, Director of Recreation Services
Peter Pope, Director of Golf Operations
Carolyn Mondlock, Recording Secretary

Guests:

Crystal Scott – staff, *left at 6:55pm*
Nancy Souchet – staff, *left at 6:55pm*
Amanda Woods – staff

3. **Pledge of Allegiance**

4. **Changes to Agenda**

Executive Director, Jon Marquardt made changes to the minutes of May 23, 2023, as follows: 1) Under motion of 7C, change Commissioner Stimpson to Commissioner Wesley; and 2) Under 7H, remove county board “Cook”, as topic only pertains to DuPage County.

5. **Approval of Consent Agenda Items**

- A. Approval of the Regular Board Meeting Minutes of May 23, 2023.
- B. Approval of Executive Session Meeting Minutes of May 23, 2023.
- C. Approval of:
 - Monthly disbursements, totaling accounts payable \$313,824.65
 - Payroll of May 26, 2023, \$96,312.44
 - Payroll of June 9, 2023, \$117,383.89

It was moved by Commissioner Stimpson, seconded by Commissioner Wesley to approve the Consent Agenda items as stated on the Board Meeting Agenda for Tuesday, June 27, 2023 with the following exceptions and changes: Section 7C, change Commissioner Stimpson to Commissioner Wesley, and in Section 7H, remove County Board of Cook but keep County Board of DuPage. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

6. Written & Public Communication

There was no written or public communication.

7. Executive Session

The Board made a motion to go into Executive Session at 6:33 PM.

It was moved by Commissioner Wesley, seconded by Commissioner Stimpson, to enter into Executive Session for the purpose of the discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel of the district, pursuant to 5 ILCS 120(2)(c)(1) of the Open Meetings Act at 6:33 pm. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

Regular meeting resumed at 6:44 pm.

8. New Business

A. Introduction of New Accounts Payable Clerk and Payroll Clerk - Nancy Souchet

Director of Finance and Administration, Victoria Montejo introduced new Accounts Payable and Payroll Clerk, Nancy Souchet who joined the District on May 30. Her responsibilities include processing approved vendor payments and payroll for employees.

B. Introduction of New Marketing and Communications Manager - Amanda Woods

Executive Director, Jon Marquardt introduced new Marketing and Communications Manager, Amanda Woods. Amanda said that during her transition from recreation to marketing, she is looking forward to working with all departments for their marketing needs. She currently worked closely with administration and the City for the official check presentation ceremony at Central Park. She is looking forward to increase the District's social media presence and doing fun and creative things in marketing.

Commissioner Stimpson asked if the District will still be working with Jet Advertising. Amanda explained that as she gets caught up with current projects, Jet's presence will become less.

C. Introduction of New Parks Administrative Assistant - Crystal Scott

Director of Parks and Facilities, Ben Appler introduced the new Parks and Administrative Assistant Crystal Scott who joined the District on February 20. She is on the safety committee and performs inspections of parks and playgrounds. She is learning how to auction items, and she will be working with special events.

D. Approval of 3rd Deck VIP/Pergola Area Waterproofing at 390

Director of Golf Operations, Peter Pope stated the joint from the roof to the perimeter wall on the third floor near the VIP area has degraded and is allowing water to leak into the Par-Tee room event space on the second floor below, resulting in drywall and paint damage. The District received three quotes, with the lowest being from Injection & Waterproofing Systems, Inc. They had just completed concrete repairs on another project, and the District is highly satisfied with the work.

It was moved by Commissioner Stimpson, seconded by Commissioner Schroeder, to approve a Purchase Order in the amount of \$7,800 with Injection & Waterproofing Systems, Inc., for the repair of the roof-to-perimeter wall transition at the VIP area on the 3rd floor at 390 Golf Experience. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

E. Approval of 3rd Deck Fall Protection Netting at 390

Director of Golf Operations, Peter Pope stated the safety netting for the third floor must be replaced prior to operating on the third floor. This is the netting to provide safety to customers on the second and third floors. Midwest Netting Solutions, LLC have been the most responsive and have already completed the second-floor netting. It is estimated to take four to six weeks for the installation of the third-floor safety netting.

It was moved by Commissioner Stimpson, seconded by Commissioner Wesley, to approve a Purchase Order in the amount of \$20,308.77 with Midwest Netting Solutions, LLC for the replacement of the Fall Safety Netting on the 3rd Floor at 380 Golf Experience. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

F. Approval of Ordinance (O-24-01) Authorizing conveyance of personal property

Director of Parks and Facilities, Ben Appler presented the Board with Ordinance O-24-01, authorizing conveyance of personal property no longer needed or dated to become surplus to auction or dispose of.

It was moved by Commissioner Schroeder, seconded by Commissioner Stimpson, to adopt Ordinance O-24-01, authorizing the items on Exhibit A as surplus property. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

G. Approval of Ordinance (O-24-02) Authorizing conveyance of personal property

Director of Golf Operations, Peter Pope presented the Board with Ordinance O-24-02, authorizing conveyance of personal property no longer needed or dated to become surplus to auction or dispose of.

It was moved by Commissioner Stimpson, seconded by Commissioner Wesley, to adopt Ordinance O-24-02, authorizing the items on Exhibit A as surplus property. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

H. Discussion of Replacement of fencing and shed removal on Hawthorne Property

Concerns were made from a resident whose property shares a border with park district land. After discussion by the Board, it was decided not to move on this piece of property until a decision is made about the future design of this park.

I. Annual Election of Board Officers

President Lange suggested that the Board Officers be approved as a slate, as follows: Dorothy Lange, President; Georgia Schroeder, Vice President; Denice Sbertoli, Secretary; and Greg Stimpson as Treasurer.

It was moved by Commissioner Lange, seconded by Commissioner Schroeder, to approve the slate of officers as Dorothy Lange, President; Georgia Schroeder, Vice President; Denice Sbertoli, Secretary; and Greg Stimpson as Treasurer. ROLL CALL VOTE 4-0, ALL IN FAVOR, MOTION CARRIED.

9. Unfinished Business - none

10. Executive Director's Report – Jon Marquardt

- Executive Director Marquardt thanked the Board for their presence at the check presentation ceremony at Central Park.
- Terrace Park is on federal grant property, and the District is planning to meet federal grant requirements by adding some amenities within the next six months. In addition, the District is discussing possible phase one amenities with Hitchcock Design.
- Executive Director Marquardt and Commissioner Wesley attended Board Member Boot Camp. Commissioner Wesley commented that all went well; it was a very educated class.
- Hired the candidate for the Marketing Specialist position, who will report to Amanda Woods, new Marketing and Communications Manager.

11. Written Report from Human Resources – Sandy Hlousek

The Board had no comments.

12. Parks & Facilities Department Report - Ben Appler

- Georgetown Park residents were notified of mulch replacement.
- Staffing issues on part-time custodian vacancies were discussed.
- Board provided approval to advertised and reassign custodian as a full-time Build Maintenance position.
- Commissioner Schroeder inquired about benches at Brookwood Park. Director Appler said they are on the future improvements list.

13. Recreation Department Report – Brittany Lynam

- Provided update on Recreation Supervisor vacancy.
- Unplugged IL event on July 15 was discussed. The Library agreed to sponsor half the cost. The event at the Woodlands includes a reptile show, live raptor demo, food trucks and more.

14. Golf Operations Report - Peter Pope

- Grillin' & Chillin' was a huge success.
- Golf rounds, Salt Creek bar and restaurant and 390 are all doing well.
- Provided update on Cook & Custodian part-time vacancies. Staff made recommendations to advertise the vacancies as full-time positions to hopefully fill the positions. The Board approved the recommendation for Cook & Custodian positions be reassign to full-time.

Commissioner Wesley suggested the new full-time custodian also assist at 390 Golf as well as Salt Creek Golf Club. Staff agreed.

- Pope also discussed irrigation pond status.

Commissioner Schroeder asked about the water feature between 9 white and blue course and Director Pope explained technical details.

15. Finance & Administration Report - Victoria Montejo

- Accountant Jake from Lauterbach & Amen will be out for a few weeks, but he will still be assisting staff remotely. Samantha Crane will be our temporary onsite Accountant in Jake's absence.
- Budgeted revenues are down by 1 percent, while expenses are up by 5 percent.

16. Commissioner Comments & Future Agenda Items for Consideration

Commissioner Wesley – discuss mini golf land at 390.

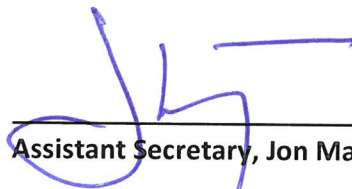
17. Adjournment

It was moved by Commissioner Wesley, seconded by Commissioner Stimpson, to adjourn the regular meeting of the Wood Dale Park District at 8:10pm. VOICE VOTE TAKEN, ALL IN FAVOR, MOTION CARRIED.

Board Member Signatures:



President



Assistant Secretary, Jon Marquardt

"Serving the community with quality recreational experiences that provide a fun and healthy lifestyle."