

**MINUTES OF THE MAY 11, 2022 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

President Travis Schroll called the meeting to order and roll was taken. Commissioners present included: Travis Schroll, Stacy Sloan, Becky Jones and Mandy Hardwick. Deion Summers and Josh Reich were also present.

The 04-13-22 meeting minutes were approved on a motion by Becky Jones and a second from Mandy Hardwick.

The financial report for April 2022 was approved on a motion from Mandy Hardwick and a second from Becky Jones.

Deion Summers made the following Director's Report:

- The Park District "rolled over" last year's TIF funds in the amount of \$40,000.00. The Park District will receive another \$40,000.00 in TIF funds for this fiscal year, leaving us with a total amount of \$80,000.00 to spend on approved projects.
- The condition of the gym floor was discussed, and Deion agreed to obtain a price on replacing the floor.
- 12 people applied for the Administrative Assistant position, but no candidate for the position was identified.
- Construction will begin on 05-12-22 on the shelter over the pool concession area and it should be complete within (3) days.
- The Open Meetings Act Training needs to be completed by all Park District Board Commissioners.
- Work on the JBS soccer complex continues and work permits are being obtained. Competition fields should be ready in August of 2022. The building which will contain a storage area, concession stand and bathrooms, should be constructed in the Fall of 2022.
- The swimming pool opens on May 28, 2022.
- A tentative 2022/2023 Park District budget was discussed. The budget and notice will be posted in the newspaper and the budget will be voted on at the June 2022 Park Board meeting by the Board of Commissioners.

Park Board officers will remain in their current positions until the June 2022 Park Board meeting.

Becky Jones made a motion and Mandy Hardwick seconded for the Park District Board of Commissioners to go into executive session to discuss staff compensation.

Becky Jones made a motion and Mandy Hardwick seconded for the Park District Board of Commissioners to come out of executive session.

The meeting was closed on a motion by Becky Jones and a second by Mandy Hardwick.

The next regular meeting will be 06-08-22 at 6:00 pm.

**MINUTES OF THE JUNE 23, 2022 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

Travis Schroll called the meeting to order and roll was taken. Commissioners present included: Stacy Sloan, Becky Jones, Seth Coats, Travis Schroll and Mandy Hardwick. Deion Summers was also present.

The financial report for May 2022 is still being reconciled by Deion Summers and will be reviewed at the July 13, 2022 meeting of the Board of Commissioners.

Deion was instructed to contact Myers and Myers (CPA Firm) for the following:

- To conduct an audit on the Friends of Beardstown account which is required due to the money received from JBS for the soccer complex;
- To complete the 990 EZ, Short Form Return of Organization Exempt from Income Tax;
- To assist with the reconciliation of the May 2022 financial report

The meeting was closed on a motion by Becky Jones and a second from Seth Coats.

The next regular meeting will be 07-13-22 at 6:00 pm.

**MINUTES OF THE JULY 13, 2022 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

Travis Schroll called the meeting to order and roll was taken. Commissioners present included: Stacy Sloan, Seth Coats, and Travis Schroll. Commissioners absent were: Mandy Hardwick and Becky Jones. Deion Summers and Rachel Deacon were also present.

The financial reports for May and June 2022 were approved with a reconciliation error in the summary of the general fund account on a motion from Travis Schroll and a second from Seth Coats. Deion will have until 07.31.22 to reconcile the financial reports and if he is unable to, Deion was instructed to contact Myers and Myers (CPA Firm) for assistance.

The minutes from the June 8, 2022 and June 23, 2022 meetings were approved on a motion by Stacy Sloan and a second from Seth Coats.

Rachel Deacon made a presentation regarding an adaptive/all inclusive playground within the Park District. Rachel stated there are possible grant opportunities for this type of equipment. Rachel will find out what the need is in our community for this type of playground and possible grant opportunities and come to the next Board of Commissioners meeting to discuss her findings.

Director's Report:

- Deion will be conducting interviews for the Administrative Assistant position next week. Stacy Sloan suggested that (1) Commissioner be part of the interview process.
- Progress continues on the soccer complex. Josh Reich has started installing the irrigation and the next steps will be the electrical system and construction of the building.
- The new Administrative Assistant will be responsible for the memorial project and a new website when he/she is hired.

- Graham and Hyde Architects, Inc. completed renderings for an expansion proposal at the Park District with a possible donation from JBS. Graham and Hyde were given a project budget of 3 million dollars, but the completed renderings come with a project cost of 11 million dollars. Deion will contact Graham and Hyde to discuss renderings that fit within the budget provided to the company of 3 million dollars. Travis Schroll stated he could talk with them as well.
- Deion has contacted Myers and Myers to request the required audit of the Friends of Beardstown bank account and to complete the 990EZ form which is required for the Park District's tax-exempt status.

The meeting was closed on a motion by Seth Coats and a second from Stacy Sloan

The next regular meeting will be 08-10-22 at 6:00 pm.

**MINUTES OF THE AUGUST 10, 2022 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

Travis Schroll called the meeting to order and roll was taken. Commissioners present included: Stacy Sloan, Seth Coats, Travis Schroll and Mandy Hardwick. Becky Jones was absent. Deion Summers was also present.

The financial report for July 2022 was approved with a reconciliation error in the summary of the general fund account on a motion from Stacy Sloan and a second from Mandy Hardwick. Deion will contact Myers and Myers (CPA Firm) for assistance in reconciling the financial report.

The minutes from the July 13, 2022 meeting were approved on a motion by Seth Coats and a second from Travis Schroll.

Reassignment of Officers: Seth Coats was named President on a motion by Travis Schroll and a second by Stacy Sloan. Becky Jones was named Vice-President on a motion by Stacy Sloan and a second by Mandy Hardwick. Megan Coats was named Secretary and Treasurer on a motion by Travis Schroll and a second by Mandy Hardwick.

**Director's Report:**

- The irrigation on the soccer field is completed and the scoreboard will be installed tomorrow. The goals are currently being assembled and they will start on the bleachers tomorrow. Filling in the ditch and construction of the building will follow.
- Regarding the rendering completed by Graham and Hyde, Travis will contact them to discuss a rendering that fits within the budget allowed on the possible project.

The area by the swimming pool circle drive was discussed. It was decided to keep the circle drive and purchase trees to plant in that area around the drive. A budget of \$1,500.00 will be allowed for the purchase of trees on a motion by Stacy Sloan and a second by Mandy Hardwick. Stacy will contact Boehm's in Rushville regarding the purchase of the trees.

The meeting was closed on a motion by Stacy Sloan and a second from Mandy Hardwick.

The next regular meeting will be 09-14-22 at 6:00 pm.

**MINUTES OF THE OCTOBER 13, 2021 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

President Travis Schroll called the meeting to order and roll was taken. Commissioners present included: Travis Schroll, Seth Coats, Stacy Sloan, Mandy Hardwick and Becky Jones. Also present were Deion Summers, Josh Reich and Nathan Carls.

The minutes of the 09-08-21 meeting were approved on a motion by Seth Coats and a second by Becky Jones.

The financial report for August 2021 was approved on a motion from Becky Jones and a second from Seth Coats.

Deion Summers made the following Director's Report:

- Park District Attorney Carrie Magerl suggested we develop bylaws for the Park District.
- A special meeting will be held by the Park District Board of Commissioners on 11-17-21 at 12:00 pm to approve the Tax Levy.
- Deion is currently working on the AFR – Annual Financial Report. It must be filed with the State of Illinois by 12-26-21.
- The soccer field is being surveyed and Deion will start ordering equipment for the new soccer complex this Fall.
- New dugouts will be installed/built at Jones' youth field and at Lewis Field and will be paid for by the Baseball Association and the Baseball Alumni Association, respectively. A new sidewalk will be constructed for an approximate cost of \$1,000.00.
- The brick planters at the old circle drive by the swimming pool will be removed and replaced with grass in the Spring. Trees will be planted at the location in the Fall of 2022. There will be a Memorial Tree program developed to plant trees around the parks.
- There was discussion regarding re-routing the walking path away from the back section of Roy Roberts Park in 2022. Sections of the walking path are currently in poor condition and will need to be replaced/repared.
- Basic tools and maintenance equipment are needed (drill, impact saw, grinder, shop vac and mower lift). The approximate cost is \$1,000.00. New field drags will need to be purchased for the 2022 baseball/softball season.

The meeting was closed on a motion by Seth Coats and a second by Mandy Hardwick.

The next regular meeting will be November 10, 2021 at 6:00 p.m.

**MINUTES OF THE NOVEMBER 9<sup>TH</sup>, 2022 MEETING OF THE BOARD OF COMMISSIONERS OF THE BEARDSTOWN COMMUNITY PARK DISTRICT, CASS COUNTY, ILLINOIS, HELD AT 6:00 PM.**

Seth Coats called the meeting to order at 6:04pm, and roll was taken. Commissioners present included: Stacy Sloan, Becky Jones, Travis Schroll, Mandy Hardwick, Megan Coats, and Seth Coats. Deion Summers, Josh Reich, and Rachel Deacon were also present.

The minutes from the October 12<sup>th</sup>, 2022, meeting was approved on a motion by Travis Schroll and seconded by Becky Jones.

Rachel Deacon presented data on the demographics in our community. She suggested possibly fundraising for new playground equipment and looking into Harper's Playground for grant money. Rachel excused herself from the meeting after her presentation.

The financials are tabled until Myers & Myers complete their reconciliation.

Director's Report:

- Deion proposed this year's tax levy. Different line items will be voted on during a special meeting.
- This year's cycle-cross went well. Nathan Carls is welcome to host any event he would like to at BPD.
- Boo Bash went well with a big turnout. We know where we can improve for next year.
- Connect and the park district are hosting a Christmas party this year called Miracle on Armory Lane. The event will be held December 10<sup>th</sup> at the community center.
- The locker room project is going well, and most of the lockers have been sold.
- Employee Christmas gift cards were tabled until a further meeting with Myers & Myers.
- The membership fees and daily passes will increase as of January 1<sup>st</sup>, 2023.
- Purchase of a new treadmill has been tabled until a further meeting with Myers & Myers.
  
- Soccer bid packets are done and advertised. Myers and Myers have the Friends of Beardstown audit paperwork.
- The trees from Boehm's were planted around the park.
- Seth Coats has a water tank that can be used by the park district starting in January.
- It was discussed on whether to continue with Graham & Hyde, and possibly asking the Park District's lawyer about a refund from Graham & Hyde.

The meeting was closed 7:55pm on a motion by Travis Schroll and a second by Mandy Hardwick. The next regular meeting will be held on 12-14-22 at 6:00 pm.

