

**MINUTES OF THE BERKELEY PARK DISTRICT  
REGULAR BOARD MEETING  
WEDNESDAY, JUNE 5, 2024**

**Call to Order and Roll Call**

The meeting was called to order by President Larem at 7:00pm at the Lind Building. All present recited the Pledge of Allegiance.

Commissioners Present: M Carpenter, T Laren, G Sada, R Sudduth

Commissioners Not Present: P Smith

Others Present: Interim Executive Director C Szoke, Director P Graham, Treasurer A Schenone, Attorney M Mack.

Public Present: Brian Carmichael, Lori Garcia Graham, Denise Parks, Roger Thomas, Qu Andrea.

**Approval of Agenda**

A motion was made by Commissioner Sudduth, second by Commissioner Carpenter to amend the Agenda as recommended by Commissioner Larem. Motion carried 4-0 on a voice vote.

A motion was made by Commissioner Carpenter second by Commissioner Sudduth to approve the amended Agenda. Motion carried 4-0 on a voice vote.

Qu Andrea appeared before the Board. She is a Site Coordinator with the Kids Golf Foundation. She is asking the Berkeley Park District to support the program by scheduling early session steps of the program at Berkeley Park. Staff will review the program with her.

**Approval of Minutes**

A motion was made by Commissioner Carpenter and seconded by Commissioner Sudduth to approve the May 1, 2024 Board Meeting minutes. Motion carried 4-0 on a voice vote.

A motion was made by Commissioner Sudduth and seconded by Commissioner Carpenter Sudduth to approve the May 8, 2024 Special Board Meeting minutes. Motion carried 4-0 on a voice vote.

**Treasurer's Report**

Treasurer Schenone presented the listing of receipts, payroll, and disbursements for the month of March. A motion was made by Commissioner Sada and seconded by Commissioner Larem to ratify payroll expenditures in the amount of \$3,208.33. Voting "aye" were Commissioners Carpenter, Larem, Sada, and Sudduth. Commissioner Smith was not present to vote. Motion carried 4-0.

A motion was made by Commissioner Sada and seconded by Commissioner Carpenter to ratify disbursements in the amount of \$25,886.27. Voting "Aye" were Commissioners Carpenter, Larem, Sada, and Sudduth. Commissioner Smith was not present to vote. Motion carried 4-0.

**Correspondence**

No written correspondence.

**Attorney Report**

No Report.

**Commissioner Reports**

Programs – Commissioner Sada reported she would be working with Program Director Graham on fall programming. One idea was for a daytime NY Eve celebration, using noon rather than midnight.

Community Engagement – Commissioner Sada recommended that the new marketing scope of work include planning for and recruiting sponsorships.

**Directors Reports**

Graham reported that the Garden Club event met inside due to inclement weather.

From his written report, Interim Executive Director Szoke reviewed the records disposal work and recently passed legislation by the Illinois General Assembly that will impact park districts.

**Old/Unfinished Business**

The Board reviewed three proposals received for Comprehensive Marketing Services for the District. Commissioner Sada commented that one firm did not receive the RFP. Staff will follow up. Following discussion, Commissioner Larem appointed herself and Commissioner Sudduth to meet with Szoke and the marketing services firms selected to interview.

Updates on the Lind Building Assessment and the Berkeley Park Bike path project were shared with the Board. Legat Architects completed one of two on site visits to continue developing specifications for the roof project. For the Berkeley Bike Path, the project team met June 3, completed the path routing, and discussed other project specifications

**New Business**

The Board reviewed the District's bank account at Republic Bank. In addition to a checking account paying 0% interest and a new Power Money Market Account paying a variable 3.910% interest rate, the bank has certificate of Deposit rates paying 5.07% for 7 months and 4.92% for 11 months. Money Market funds through the Illinois Park District Liquid Asset Fund are paying 5.15% variable and the Illinois Treasurer's Illinois Fund is paying 5.419% variable. The Board acknowledged the positive relationship we have had with the Bank and the advantages with banking locally as well as the need to invest public funds at the most favorable rate. It was noted the Bank was working with us to assist in our document shredding actions. Following

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discussion, Szoke, Treasurer Schenone, and Board Treasurer Carpenter will project cash flow needs and determine how to invest the fund balance.

Republic Bank has asked the Board to execute a new Resolution designating signatories for our accounts with them. A motion was made by Commissioner Sudduth, second by Commissioner Sada to Approve Resolution 2024-01 designating Treasurer Arthur Schenone, and Commissioners Larem and Carpenter as signatories for Park District financial accounts. Voting “aye” were Commissioners Carpenter, Larem, Sada, and Sudduth. Commissioner Smith was not present to vote. Motion carried 4-0.

Szoke presented information on a capital project financing model. The current 2021 borrowing of \$100,000 retires in 11/2025; a principal balance of \$40,000 remains outstanding. Speer Financial, a Chicago based local government financial advisor, reported the District has a current debt service extension base of \$94,738 and a non-referendum debt service limit of \$447,140. They created a model to allow that amount to be accessed with a financing beginning this year. They project an interest rate of 5.50% and issuance costs of \$12,000 to issue the full amount. Staff and the Board will look at capital projects identified in the Strategic Plan and consider financing solutions.

In the absence of information, action on a Board Self Evaluation conducted by the Illinois Association of Park Districts was tabled.

**Public Comment**

Lori Garcia Graham asked if the cost of the bike path project had been determined. The project will be put to public bid which will determine the amount to be spent on the project. Roger Thomas noted that email contacts for Commissioners were not listed on the District website, and approved meeting minutes were not current in posting to the website.

**Adjourn to Closed Session**

A motion was made by Commissioner Sudduth, second by Commissioner Carpenter to Adjourn to Closed Session at 7:56pm under 5 ILCS 120/2 (c) (1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees or specific individuals who serve as independent contractors or legal counsel for the public body. Voting “aye” were Commissioners Carpenter, Larem, Sada, and Sudduth. Commissioner Smith was not present to vote. Motion carried 4-0.

**Reconvene to Public Session**

The Board returned to Open Session at 8:31pm.

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**Adjournment**

A motion was made by Commissioner Larem and seconded by Commissioner Carpenter to adjourn the meeting at 8:31 pm. Motion carried 4-0 on a voice vote.

/s/ Rolanda Sudduth  
Rolanda Sudduth  
Board Secretary

/s/ Teresa Larem  
Teresa Larem  
President, Board of Park Commissioners