

**MINUTES OF THE BERKELEY PARK DISTRICT  
REGULAR BOARD MEETING  
WEDNESDAY, MAY 1, 2024**

**Call to Order and Roll Call**

The meeting was called to order by President Larem at 7:02 pm at the Lind Building. All present recited the Pledge of Allegiance.

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

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

Public Present: Kathleen Chmura, Lori Garcia Graham, Bob Lee, Roger Thomas.

**Approval of Agenda**

A motion was made by Commissioner Sada, seconded by Commissioner Smith to approve the agenda for May 1, 2024. Motion carried 5-0 on a voice vote.

A motion was made by Commissioner Smith and seconded by Commissioner Sada to approve the April 3, 2024 Board Meeting Minutes with corrections to motions and seconds for meeting minutes, Treasurer's Report, disbursements, and the GovTemps USA / MGT extension noted by Commissioner Carpenter. Motion carried 5-0 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 Sudduth to approve payroll in the amount of \$3,208.33. Voting "Aye" were Commissioners Carpenter, Larem, Sada, Smith and Sudduth. Motion carried 5-0.

A motion was made by Commissioner Sada and seconded by Commissioner Carpenter to approve disbursements in the amount of \$21,784.91. Voting "Aye" were Commissioners Carpenter, Larem, Sada, Smith and Sudduth. Motion carried 5-0.

**Correspondence**

No written correspondence.

Village President Bob Lee addressed the Board on various Berkeley Centennial events. A 50 Year Time Capsule Reveal is scheduled at the Library for May 18. President Lee also shared plans for a WWII Veteran's Memorial to be located at the Berkeley Park Memorial Corner. The Memorial would include names and elements from a 1942 Honor Roll display and is being planned with the Berkeley Centennial Committee. The Board approved of the addition to the Memorial Corner. Committee Chair Kathleen Chmura and Co-Chair Roger Thomas were also

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present at the meeting to speak about the Centennial planning and a rose planting project. President Lee and Commissioner Sudduth spoke of Village-Park District efforts underway to complete an Intergovernmental Agreement between the two agencies. President Lee expressed his appreciation for the Park District's efforts in the community and pledged Village support if needed. The Board thanked President Lee and the Centennial Committee for their efforts and support.

**Attorney Report**

No Report.

**Commissioner Reports**

**Budget and Finance** - Commissioner Carpenter shared a 2024 first quarter and second quarter YTD of planned programs, participation, revenues, and expenses. For the period expenses exceeded revenues by \$2,645.

**Programs** – It was suggested that this Committee meet with staff quarterly. A new Zumba group exercise program is planned.

**Buildings and Grounds** – Commissioner Smith discussed Pickleball court use issues with the interest our courts generate and non-resident use. Lessons receive priority court use; current rules signage will be evaluated for additions.

**Grants and Hiring** – It was recommended to re-name this committee Grants and Personnel.

**Fundraising** – It was recommended to re-name this committee Community Engagement.

**Staff Reports**

Director Graham discussed his written report on a 55+ programming meeting and the ideas received; and the April 20 Pickleball Tournament.

From his written report, Interim Executive Director Szoke reviewed a meeting with Commissioner Sudduth and Village staff on Berkeley Park bike path project and an Intergovernmental Agreement in development.

**Old/Unfinished Business**

Action on marketing plans was tabled to the June meeting.

An update on the Lind Building Assessment was shared with the Board. Legat Architects submitted a proposal for a first phase of work to produce bid drawings and specifications to re-roof the building and associated building envelope work. Their lump sum compensation sought

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was \$9,000, plus reimbursable expenses. The Board expressed concern with the amount, and Szoke was directed to seek a lower figure and any options to reduce architect's costs.

**New Business**

The Board conducted its annual reorganization.

Board President – Commissioners Smith and Larem were nominated for President. Upon a voice vote, Larem was elected President.

Board Vice President – Commissioner Smith was nominated for Vice President. Upon a voice vote, Smith was elected Vice President.

Board Secretary – Commissioner Sudduth was nominated for Secretary. Upon a voice vote, Sudduth was elected Secretary.

Board Treasurer – Commissioner Carpenter was nominated for Treasurer. Upon a voice vote, Carpenter was elected Treasurer.

President Larem made the following Committee assignments:

- Budget and Finance - Commissioner Carpenter
- Programs – Commissioner Sada
- Buildings and Grounds – Commissioner Smith
- Grants and Hiring – Commissioner Sudduth.
- Community Engagement – Commissioner Sada

Upon a motion by Commissioner Carpenter, Republic Bank was approved as a depository for park district funds.

Treasurer Schenone next presented the District's FY 2023 Compilation of Financial Statements as prepared by Seldon Fox, Ltd. The Statements show that that District's net position increased by \$56,746, or 4.2%, from the prior year. General revenues decreased by \$10,985, and expenses including depreciation decreased by \$7,217. The District' total net position at 12/31/2023 was \$1,413,770, compared with \$1,357,024 the prior year. A motion was made by Commissioner Smith and seconded by Commissioner Sada to accept the Compilation of Financial Statements and place them on file. Voting "Aye" were Commissioners Carpenter, Larem, Sada, Smith and Sudduth. Motion carried 5-0.

A motion was made by Commissioner Smith and seconded by Commissioner Sada to approve Ordinance 2024-01, An Ordinance Declaring as Surplus and Authorizing the Sale or Other Conveyance or Disposal of Surplus Personal Property of the Berkeley Park District, Cook County Illinois. Voting "Aye" were Commissioners Carpenter, Larem, Sada, Smith and Sudduth. Motion carried 5-0.

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Commissioners discussed fees for in district and out of district participants in special events and programs. It was determined that additional study was needed.

The Board set a Special Meeting for Wednesday, May 8 at 6:30pm at the Lind Building

**Public Comment**

Comments were shared with the Board to consider walk-in fees for group exercise programs; the possibility of grant programs for the Lind Building roof project; increased program publicity; and positive comments on pickleball and the potential for a soccer field in Berkeley Park.

**Adjournment**

A motion was made by Commissioner Larem and seconded by Commissioner Carpenter to adjourn the meeting at 8:31 pm. Motion carried 5-0 on a voice vote.

/s/ Rolanda Sudduth  
Board Secretary

/s/ Teresa Larem  
President