

## **MINUTES OF PEOTONE PARK DISTRICT REGULAR BOARD MEETING MAY 26, 2020**

### **1. ROLL CALL**

Park District meeting called to order at 7:00pm. Present were Wade Callahan, Lindsey Schwiesow, Barbara Sim, Shaun Ziems. Also, present Kim Stroud, Park Manager, Jeff Eschbach, Park Maintenance and Jacklyn Van Overmeiren, Park Board applicant.

### **2. APPROVAL OR CORRECTIONS TO MINUTES OF APRIL 28, 2020 REGULAR MEETING**

Motion to approve minutes as presented by Lindsey Schwiesow, seconded by Shaun Ziems. Roll call: Lindsey Schwiesow yes, Shaun Ziems yes, Wade Callahan yes, Barbara Sim yes. Motion passed 4/0/0.

### **3. APPROVAL OR CORRECTIONS TO MINUTES OF MAY 19, 2020 SPECIAL MEETING**

Motion to approve minutes as presented by Wade Callahan, second by Shaun Ziems. Roll call: Wade Callahan yes, Shaun Ziems yes, Lindsey Schwiesow yes, Barbara Sim yes. Motion passed 4/0/0.

### **4. OATH OF OFFICE FOR NEWLY APPOINTED OFFICIAL**

Jacklyn Van Overmeiren took Oath of Office from Secretary Barbara Sim. Board position filled until April, 2021. Jackie seated at Board table.

### **5. ANNUAL ELECTION OF OFFICERS**

Lindsey Schwiesow nominated Wade Callahan as Board President. Nomination accepted. Motion to approve Wade Callahan as Peotone Park District Board of Commissioners President by Lindsey Schwiesow, seconded by Barbara Sim. Roll call: Lindsey Schwiesow yes, Barbara Sim yes, Wade Callahan yes, Jackie Van Overmeiren yes, Shaun Ziems yes. Motion passed 5/0/0.

Lindsey Schwiesow nominated Shaun Ziems as Board Vice President. Nomination accepted. Motion to approve Shaun Ziems as Peotone Park District Board of Commissioners Vice President by Lindsey Schwiesow, seconded by Barbara Sim. Roll call: Lindsey Schwiesow yes, Barbara Sim yes, Wade Callahan yes, Jackie Van Overmeiren yes, Shaun Ziems yes. Motion passed 5/0/0.

Lindsey Schwiesow nominated Barbara Sim as Board Secretary. Nomination accepted. Motion to approve Barbara Sim as Peotone Park District Board of Commissioners Secretary by Lindsey Schwiesow, seconded by Shaun Ziems. Roll call: Lindsey Schwiesow yes, Shaun Ziems, Wade Callahan yes, Barbara Sim yes, Jackie Van Overmeiren yes. Motion passed 5/0/0.

Treasurer, no nomination, no action taken.

### **6. PUBLIC COMMENTS AND/OR QUESTIONS**

None

### **7. ACCOUNTS PAYABLE AND PAYROLL**

Motion to approve accounts payable and payroll by Barbara Sim, second by Lindsey Schwiesow. Roll call: Barbara Sim yes, Lindsey Schwiesow yes, Wade Callahan yes, Jackie Van Overmeiren yes, Shaun Ziems yes. Motion passed 5/0/0.

## **8. REPORTS:**

A. FINANCIAL REPORT – see attached reports. Kim will provide additional transaction statements with month-to-date account information, as bank statements are cut from previous month and not yet available for current month.

B. COMPLIANCE/LEGAL REPORT–Jackie Van Overmeiren to be added to signatures for bank accounts. Barb will contact the banks.

C. MAINTENANCE REPORT – see attached report.

D. REC CARE – 2 late owed payments have been received. Kim is working on plans for 2020/2021 to comply with COVID-19 guidelines.

E. MANAGERS REPORT –see attached report.

## **9. OLD BUSINESS**

A. NEW PROGRAMS – no discussion.

B. CAPITOL IMPROVEMENTS – no discussion.

C. AUTHORIZE REPAIRS/UPGRADES TO PARK FACILITIES – Authorize \$600 to replacement of lighted fans in main building – Motion by Barbara Sim, seconded by Lindsey Schwiesow. Roll call: Barbara Sim yes Lindsey Schwiesow yes, Wade Callahan yes, Jacki Van Overmeiren yes, Shaun Ziems yes. Motion passed 5/0/0.

D. AUTHORIZE REPAIRS/UPGRADES TO PARK EQUIPMENT – no action.

## **10. NEW BUSINESS**

A. APPROVE PAID TIME OFF DURING COVID 129 PANDEMIC –Kim will work from home through 6.1.20. After that time, Park will resume hours at her discretion. No action.

B. STATUS OF PARK CLOSURES CONCERNING COVID-19 PANDEMIC– Courts are open to the public. If exceeding large crowds gather, courts will be dismantled. Park should remain under current closures policy from previous posts.

C. UPDATE ON DOG DAY AFTERNOON PROGRAM at this time, Barb does not foresee this event happening. Shaun suggested an event that would just be bringing your dog to the park without vendors, etc.

D. UPDATE ON WILD/PRAIRIE GRASS AREA – Jeff is no longer mowing the area and it has a defined border. Some flower seeds have been spread as well. Jeff is working on building a wood bridge to cross the creek/wet area.

E. PARK SIGNAGE –no update at this time.

F. PRELIMINARILY APPROVE BUDGET& APPROPRIATE ORDINANCE – tabled.

G. SCHEDULE PUBLIC HEARING ON PRELIMINARY BUDGET & APPROPRIATION ORDINANCE – tabled.

H. AUTHORIZE PUBLICATION OF NOTICE OF PUBLIC HEARING ON PRELIMINARY BUDGET & APPROPRIATION ORDINANCE - tabled.

I. UPDATE ON PROPERTY ANNEXATIONS – discussion continuing

J. ADOPT EMPLOYEE HANDBOOK/PERSONNEL POLICY – copies of other park district handbooks are being used to draft one for Park.

**11. CORRESPONDENCE/COMMUNICATION/PETITIONS** – PBSA will be refunding Out of District fees that were collected but not paid to the Park.

**12. ADJOURNMENT** – Motion to adjourn by Lindsey Schwiesow, seconded by Barbara Sim. Roll call: Lindsey Schwiesow yes, Barbara Sim yes, Wade Callahan yes, Jackie Van Overmeiren yes, Shaun Ziems yes. Meeting adjourned at 9:10 pm.

Respectfully submitted,

Barbara Sim, Board Secretary