

**Oakbrook Terrace Community Park District**

**15325 Ardmore Avenue, Oakbrook Terrace, IL 60181**

**Minutes**

**July 28, 2020**

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held on July 28, 2020 at 2:00PM held at the Heritage Center, 15325 Ardmore Ave, Oakbrook Terrace, IL

**Call to Order:** President Sweitzer called the meeting to order at 2PM

**Roll Call:** Commissioner Flanagan, Commissioner Lugo, Commissioner Sweitzer, Commissioner Neffke arrived 2:10 PM

**Commissioner absent:**

**Staff Present:** Cathy Fallon, Executive Director, Antonio Washington, Business Manager, Carolyn Potosnak, Marketing Coordinator (to record meeting).

**GUESTS:** None

**PUBLIC COMMENT:** None

**MINUTES OF PREVIOUS MEETING**

Motion to approve minutes as amended of June 23, 2020 made by Commissioner Lugo, second Commissioner Flanagan, no votes in abstention and no votes in opposition, minutes have been approved as amended.

**FINANCIAL REPORTS**

- **Financial Statements and Profit Loss Report –** Motion to approve financial statements and profit loss report for month of June made by Commissioner Lugo, second Commissioner Flanagan, no votes in abstention nor opposition, motion to approve June financial statements and profit loss report passed
- **Disbursements:** Motion to approve June disbursements made by Commissioner Lugo, second by Commissioner Sweitzer, no votes in abstention nor opposition, motion to approve June disbursements passed
- **Capital no discussions**

**NEDSRA**

Refer to Director Fallon's report. NEDSRA has offered both in person and virtual programs. Continues to work with partners to provide inclusion services, working on video for Reach for the Stars program. Deadline to apply for the Jeena Greenwalt scholarship is August 10.

Golf Classic has been cancelled. Staff is working with sponsors in an effort to develop an alternative fund raiser. The 100 Hole Challenge has also been cancelled.

## **LEGAL**

Nothing to report

## **OLD BUSINESS**

- Dorothy Drennon Park: Still waiting on the permit from DuPage County to be able to move forward.
- Communications with the City of Oakbrook Terrace: Communication with the City of Oakbrook Terrace continue to be positive

## **NEW BUSINESS**

Update to Financial Policies and Procedures if the vendor, customer, or employee needs another check issued because it was lost, the vendor, customer, and employee will incur the stop payment fee which will be deducted from the original amount. Motion to approve the change in the financial verbiage regarding the loss of issued check by vendor, customer, employee requiring a stop payment process made by Commissioner Neffke, second by Commissioner Flanagan, no votes in abstention nor opposition, motion to approve the change has passed.

## **DEPARTMENT REPORTS**

- Mr. Hoblit's report is included with Superintendent Bell's report
- Fitness: Mr. Treichel's report is included with Superintendent no Bell's report
- Superintendent Bell's report is included
- Superintendent Elsey's report is included
- Nature Center: MS Saletta's report is included with Superintendent Elsey's report
- MS Potosnak's marketing report is included with Superintendent Elsey's report
- MS Reed's, registration clerk's report is included with Superintendent Elsey's report
- MS Wojick, Recreation Supervisor's report is included with Superintendent Elsey's report
- Administration: Refer to Director Fallon's report throughout the meeting

## **EXECUTIVE SESSION**

**NEXT MEETING** *Regular Meeting August 25, 2020@2:00PM*

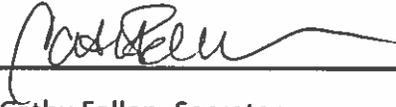
**ADJOURNMENT**

Motion to adjourn made by Commissioner Lugo, Second by Commissioner Flanagan no votes in abstention nor opposition meeting adjourned at 3:00PM



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Roger Sweitzer, President



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Cathy Fallon, Secretary