

**Oakbrook Terrace Community Park District
15325 Ardmore Avenue,
Oakbrook Terrace, IL 60181**

**Minutes
September 22, 2020**

Minutes of the regular Board of Commissioners of the Oakbrook Terrace Community Park District held on September 22, 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 Neffke, Commissioner Sweitzer

Commissioner absent: None

Staff Present: Cathy Fallon, Executive Director, Antonio Washington, Superintendent of Finance and Human Resources, Shannon Elsey, Superintendent of Recreation

GUESTS: None

PUBLIC COMMENT: None

MINUTES OF PREVIOUS MEETING

Motion to approve minutes from August 25, 2020 as amended 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 August made by Commissioner Flanagan, second Commissioner Neffke, no votes in abstention nor opposition, motion to approve August financial statements and profit loss report passed
- Disbursements: Motion to approve August disbursements made by Commissioner Lugo second by Commissioner Flanagan, no votes in abstention nor opposition, motion to approve August disbursements passed

NEDSRA Refer to Director Fallon's report for details. NEDSRA is doing virtual programs that they normally do in person and special events due to COVID 19.

LEGAL Discussed with Shawn about deferment of payroll taxes. Not a forgiveness but deferment and it is in the best interest to continue paying the payroll taxes.

OLD BUSINESS

- Dorothy Drennon Park: Have received permits from DuPage County, construction fencing will be going up and work will begin in October, and stop in December, then continue throughout March and April. Construction should be finished by mid July
- Communications with the City of Oakbrook Terrace: Director Fallon reached out to Acting Mayor Esposito, and Amy who will notify the City Council
- Intergovernmental Agreement with DuPage County, Motion to approve the intergovernmental Agreement with DuPage County made by Commissioner Neffke, second by Commissioner Flanagan, no votes in abstention nor opposition, motion approved

NEW BUSINESS

- Fiscal Year 2019-2020 Audit presented for review, approval next meeting
- Customer Information Security Policy Motion to approve 6.17 of policy handbook made by Commissioner Flanagan, second by Commissioner Sweitzer, one vote in abstention, no votes in opposition, motion to approve addition 6.1 passed
- Policy Update: Section 5.2 of the Employee Handbook: Motion to approve updated policy 5.2 paragraph regarding returning of all Park District property made by Commissioner Flanagan, Second by Commissioner Sweitzer, one vote in abstention no votes in opposition, motion to approve updated 5.2 policy passed

DEPARTMENT REPORTS

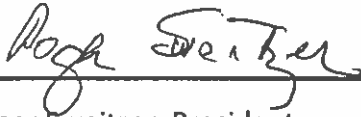
- Mr. Hoblit's report is included with Superintendent Bell's report
- Fitness: Mr. Treichel's report is included with Superintendent Bell's report
- Superintendent Bell's report is included
- Superintendent Elsey's report is included have had 6-7 participants attending. Had to adjust due to difficulties with e-learning. Will continue with program as long as needed, will continue with Hybrid program as necessary, have some special events planned for winter and fall.
- Ms. Potosnak's marketing report is included with Superintendent Elsey's report fall brochure is posted online
- Ms. Reed's, registration clerk's report is included with Superintendent Elsey's report
- Administration: Refer to Director Fallon's report, issues were addressed throughout the meeting, note: there are four board positions to be filled for election next year. Discussion regarding new pick up truck as the current F250 truck is out of service and the part needed is on back order indefinitely.

EXECUTIVE SESSION None

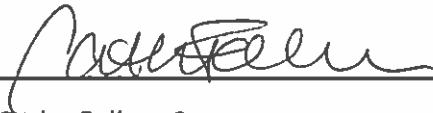
NEXT MEETING *Regular Meeting October 27, 2020@2:00PM*

ADJOURNMENT

Motion to adjourn made by Commissioner Sweitzer, Second by Commissioner Flanagan, no votes in abstention nor opposition meeting adjourned at 3:40PM



Roger Sweitzer, President



Cathy Fallon, Secretary