



Administration & Finance Committee Meeting Minutes

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MINUTES of the Administration and Finance Committee Meeting of the Northbrook Park District Board of Commissioners held Wednesday, May 15, 2019 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 5:30pm by Chair Slepicka.

Members Present – Chair Slepicka; Members Schyman and Simon
Ex-Officio Members – Commissioners Chalem, Chambers, Randel and Ziering; Executive Director Hamer
Ex-Officio Member Absent – Treasurer Munn
Staff – Directors Baron, Dalton, Loftus and Ziolkowski; Specialist Scharp; Executive Administrative Assistant Peterson
Guests – Matt Petersen, Petey Sponsorship Consulting, LLC (left at 6:19pm)
Don Matthews, Gewalt Hamilton & Associates, Inc. (arrived at 5:34pm)

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Minutes of the Administration and Finance Committee Meeting of April 17, 2019 were approved as presented.

INFORMATIONAL ITEMS/VERBAL UPDATES - None

VOUCHER REVIEW

The Committee recommended the Board approve the April 2019 vouchers in the amount of \$678,788.65.

AUDIT TOPICS – None

NEW BUSINESS

Hall of Fame

Director Ziolkowski reviewed the Hall of Fame and Sports Hall of Fame nomination process. The Marketing and Communications Department promoted the program through several marketing platforms. Nominations for 2018 closed in April and the District did not receive any nominations for either category. The guidelines for the Hall of Fame were reviewed by staff and the Board several years ago. Commissioners engaged in a question and answer session. Director Ziolkowski will review the program in the coming months to determine how the Park District can enhance the program and provide recommendations to the Board in the fall.

UNFINISHED BUSINESS

Corporate Sponsorships and Naming Rights presentation by Petey Sponsorship Consulting LLC

Executive Director Hamer introduced Matt Petersen of Petey Sponsorship Consulting, LLC. Mr. Petersen's presentation is a result of ongoing discovery regarding Corporate Sponsorships and Naming Rights. Mr. Petersen provided a brief overview of his background and highlighted a health and wellness platform that impacts today's children and future generations. Mr. Petersen emphasized that a collaborative transparent relationship allows the team to work together to identify key stakeholders and create demand for sponsorships. Commissioners engaged in a question and answer session. Chair Slepicka thanked Mr. Petersen for his presentation. Commissioners gave verbal consensus for Executive Director Hamer to engage in negotiations with Petey Sponsorship Consulting, LLC for Corporate Sales and Naming Rights.

NORTHBROOK PARK DISTRICT

NEXT MEETING

The next Administration and Finance Committee Meeting was scheduled for June 19, 2019 at 5:30pm at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the meeting was adjourned at 6:24pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer
Molly Hamer, Secretary
Board of Commissioners/wap