



NOT POSTED
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, June 19, 2019 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 5:32pm by Chair Chalem.

Members Present – Chair Chalem; Members Curin (via conference call) and Simon

Member Absent – Member Schyman

Ex-Officio Members – Commissioners 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 – Eric Anderson, Piper Jaffray (left at 6:19pm)

RECOGNITION OF VISITORS – Madeline Farrell, the Village of Northbrook (arrived at 5:50pm)

MOTION TO AMEND THE AGENDA

Commissioner Simon moved to amend the agenda and move Unfinished Business item 6/19.16 NSSRA Facility Partner Contribution to the first order of business. The motion was seconded and approved on voice vote.

UNFINISHED BUSINESS

NSSRA Facility Partner Contribution

Chair Chalem welcomed Eric Anderson of Piper Jaffray. Mr. Anderson provided an update on the Northern Suburban Special Recreation Association's (NSSRA) new facility purchase in Highland Park. Acquisition of the property is scheduled for August 30, 2019. Funding plans for the purchase and partner agency contributions were discussed. Commissioners engaged in a question and answer session. Chair Chalem called for additional questions. Hearing none, the Committee moved to approve the Northbrook Park District's Closing and Design Contribution to NSSRA of \$148,462 to be paid in full from the SRA Fund or a combination of the SRA and General Funds to the full Board for approval.

APPROVAL OF MEETING MINUTES

Minutes of the Administration and Finance Committee Meeting of May 15, 2019 were approved as presented.

INFORMATIONAL ITEMS/VERBAL UPDATES - None

VOUCHER REVIEW

The Committee recommended the Board approve the May 2019 vouchers in the amount of \$852,698.17.

AUDIT TOPICS – None

NEW BUSINESS – None

NEXT MEETING

The next Administration and Finance Committee Meeting was scheduled for July 15, 2019 at 5:45pm at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

NORTHBROOK PARK DISTRICT

With no further business, the meeting was adjourned at 5:56pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer

Molly Hamer, Secretary

Board of Commissioners/wap