



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 Monday, July 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 5:50pm by Chair Chalem.

Members Present – Chair Chalem; Members Curin, Schyman and Simon
Ex-Officio Members – Commissioners Chambers, Randel and Ziering; Executive Director Hamer; Treasurer Munn
Staff – Directors Baron and Dalton; Recreation Division Manager Shields; Project Manager Wrobel; Specialist Scharp;
Executive Administrative Assistant Peterson
Staff Absent: Director Loftus

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Minutes of the Administration and Finance Committee Meeting of June 19, 2019 were approved as presented.

INFORMATIONAL ITEMS/VERBAL UPDATES - None

VOUCHER REVIEW

The Committee recommended the Board approve the June 2019 vouchers in the amount of \$960,706.50.

AUDIT TOPICS – None

NEW BUSINESS – None

UNFINISHED BUSINESS

Corporate Sponsorship Update

Executive Director Hamer provided an update on Corporate Sponsorship and the development of a prospect list. Matt Petersen, Petey Sponsorship, has conducted site visits to all our facilities, worked with the Marketing team to develop a partnership overview document and has begun to meet with Commissioners for their input. Commissioners discussed the process and provided consensus for Mr. Petersen to begin contacting identified prospects.

NEXT MEETING

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

ADJOURNMENT

With no further business, the meeting was adjourned at 5:57pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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