



**Board of Commissioners
Administration and 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, January 18, 2021 in person and via electronic meeting at the Joe Doud Administration Building at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 5:31pm by Chair Chalem.

Executive Administrative Assistant Peterson announced that the Meeting was being recorded, called roll and visually recognized each participant.

Members Present via Electronic Meeting – Chair Chalem; Members Schyman and Simon
Ex-Officio Members Present at the Joe Doud Administration Building – Commissioner Chambers
Ex-Officio Members Present via Electronic Meeting – Commissioners Randel and Ziering
Ex-Officio Member Absent – Commissioner Curin
Staff Present at the Joe Doud Administration Building – Executive Director Hamer; Director Dalton; Executive Administrative Assistant Peterson; Specialist Scharp
Staff Present via Electronic Meeting – Directors Baron, Loftus, Munn and Scovic; Parks Division Manager Kosbab; Head Golf Professional Billiter

RECOGNITION OF VISITORS – Michael Goodman, Northbrook Resident

APPROVAL OF MEETING MINUTES

Commissioner Simon moved to approve the Minutes of the Administration and Finance Committee Meeting of October 21, 2020. Commissioner Schyman seconded the motion.

ROLL CALL: Chair Chalem, Commissioner Schyman and Commissioner Simon voted aye.
Motion Passed: 3 ayes; 0 nays

INFORMATIONAL ITEMS/VERBAL UPDATES

Financial Impact – COVID-19

Director Munn provided a verbal update. A comprehensive year-end update will be provided at the February Administration and Finance Committee Meeting. Commissioners engaged in a question and answer session.

VOUCHER REVIEW - NOVEMBER

Chair Chalem called for questions. Hearing none, Commissioner Simon made a motion to recommend the Board approve the November 2020 vouchers in the amount of \$3,012,399.49. Commissioner Schyman seconded the motion.

ROLL CALL: Chair Chalem, Commissioner Schyman and Commissioner Simon voted aye.
Motion Passed: 3 ayes; 0 nays

VOUCHER REVIEW - DECEMBER

Chair Chalem called for questions. Hearing none, Commissioner Simon made a motion to recommend the Board approve the December 2020 vouchers in the amount of \$4,137,667.61. Commissioner Schyman seconded the motion.

ROLL CALL: Chair Chalem, Commissioner Schyman and Commissioner Simon voted aye.
Motion Passed: 3 ayes; 0 nays

NORTHBROOK PARK DISTRICT

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Resolution 21-R-1, a Resolution Honoring Sandra E. Frum

Executive Director Hamer reviewed the Resolution request received from the Village of Northbrook honoring Village President Frum. Commissioners engaged in a question and answer session. Chair Chalem called for additional questions. Hearing none, Chair Chalem moved to approve Resolution 21-R-1, a Resolution Honoring Sandra E. Frum to the full Board for approval. Commissioner Schyman seconded the motion.

ROLL CALL: Chair Chalem, Commissioner Schyman and Commissioner Simon voted aye.

Motion Passed: 3 ayes; 0 nays

NEXT MEETING

The next Administration and Finance Committee Meeting was scheduled for February 15, 2021 at 5:30pm at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the Meeting was adjourned at 5:55pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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