



# Board of Park Commissioners

## Board Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held in-person and via electronic meeting on Wednesday, May 26, 2021 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

### CALL TO ORDER AND ROLL CALL

President Chambers called the Regular Board Meeting to order at 7:01pm.

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

Commissioner Present: President Chambers

Commissioners Present via Electronic Meeting: Vice President Chalem; Commissioners Curin, Randel, Simon and Ziering

Commissioner Absent: Commissioner Schyman

Commissioner-Elect Present via Electronic Meeting: Commissioner-Elect Goodman

Officers Present: Secretary Hamer; Assistant Secretary Peterson

Officers Absent: Treasurer Munn

Staff Present: Directors Baron, Dalton and Scovic; Specialist Scharp

Staff Present via Electronic Meeting: Director Loftus; Parks Division Manager Kosbab; Head PGA Professional Billiter; Senior Human Resources Manager Bozarth; Project Manager Wrobel; Business Manager Dettman; Accountant Drahos; Marketing & Communications Manager Stuart; Marketing Specialist Slupski; Performing Arts Manager Sweet (arrived at 7:40pm)

Guest Present via Electronic Meeting: Jamie Wilkey, Lauterbach & Amen (left the meeting at 7:15pm)

### RECOGNITION OF VISITORS Present via Electronic Meeting

Sandy Frum, Guest of Commissioner Randel

Sandra Whitmore, Guest of Commissioner Randel

Ann Ziolkowski, Guest of Commissioner Randel

Jessica Randel, Guest of Commissioner Randel

Barret Randel, Guest of Commissioner Randel

### APPROVAL OF AGENDA

President Chambers called for any changes to the Agenda. Hearing none, Commissioner Randel made a motion to approve the Agenda. Vice President Chalem seconded the motion.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commission Randel, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### PRESENTATION OF 2020 AUDIT

Executive Director Hamer introduced Jamie Wilkey of Lauterbach & Amen. Ms. Wilkey reviewed the final 2020 Audit and thanked District staff for their cooperation. No Management Letter was required because the audit was clear

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and required no recommendations. President Chambers called for questions. Hearing none, President Chambers thanked Ms. Wilkey for her presentation.

## BOARD COMMITTEE REPORT – None

### CONSENT AGENDA

President Chambers announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the May 17, 2021 Committee Meetings and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests that an item be removed. If a Consent Agenda item(s) is removed it is then relocated to Action Items for discussion and consideration. President Chambers called for any changes to the Consent Agenda. Hearing none, Commissioner Randel made a motion to approve the Consent Agenda. Vice President Chalem seconded the motion.

#### IV.31. Approval of Board Meeting Minutes of April 28, 2021

**Motion:** I move to approve the April 28, 2021 Board Meeting Minutes.

#### IV.32. Approval of April 2021 Vouchers

**Motion:** I move to approve the April 2021 Vouchers in the amount of \$1,237,398.08.

#### IV.33. Approval of the Stonegate Park Parking Lot, Meadowhill Park ADA Path and Cedar Lane Basketball Asphalt, Bid #2200

**Motion:** I move to reject the Stonegate Park Parking Lot, Meadowhill Park ADA Path and Cedar Lane Basketball Asphalt, Bid #2200 the first three lowest bids from Chicagoland Paving, Chadwick Contracting Company and Maneval Construction Co. I move to award the contract to the next lowest responsible bidder, Evans & Son Blacktop of West Chicago, Illinois for \$116,677.35.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Randel, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### RECOGNITION OF COMMISSIONER PENELOPE J. RANDEL

Executive Director Hamer provided an overview of the presentation to honor Commissioner Randel. In recognition of Commissioner Randel's 28 years of service to the Park District, Director Dalton unveiled a Black Walnut tree and plaque that was planted in Commissioners' Grove located at Wood Oaks Green Park. President Chambers read Resolution 21-R-2, a Resolution Honoring Penelope J. Randel. President Chambers recognized special guests of Commissioner Randel and they offered their congratulations. The Marketing & Communications Division presented a slideshow highlighting the numerous accomplishments of Commissioner Randel.

### SWEARING IN OF NEWLY ELECTED PARK COMMISSIONERS

Secretary Hamer led the following newly elected Commissioners in the Oath of Office: Commissioner Chalem and Commissioner Goodman.

### BOARD NOMINATION COMMITTEE REPORT: 2021-2022 BOARD OFFICERS

Commissioner Simon made a motion on behalf of the Board Nominating Committee to elect Commissioner Mary Ann Chambers as President and Commissioner Lisa Chalem as Vice President as Board Officers of the Northbrook Park District Board for 2021-2022. Commissioner Ziering seconded the motion.

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*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## BOARD NOMINATION COMMITTEE REPORT: 2021-2022 BOARD OFFICERS

President Chambers presented the slate for the 2021-2022 Board Appointments as follows:

- Secretary – Executive Director Hamer
- Assistant Secretary – Executive Administrative Assistant Peterson
- Treasurer – Director Munn
- Attorney – Steve Adams and Nicole Karas of Robbins Schwartz
- Auditor – Lauterbach & Amen

President Chambers called for any changes to the Board Appointments. Hearing none, Vice President Chalem made a motion to approve the 2021-2022 Board Appointments as presented. Commissioner Simon seconded the motion.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## ACTION ITEMS

### IV.34. Approval to Amend Board Policy Section 6.2 Establishment of Committees

President Chambers reviewed Board Policy Section 6.2 Establishment of Committees. Vice President Chalem made a motion to amend Section 6.2 of the Board Policy Manual such that these Committees will dissolve not at the end of the fiscal year, but in May 2022. Commissioner Simon seconded the motion.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### IV.35. Approval of President Chambers 2021-2022 Committee Assignments

President Chambers presented the 2021-2022 Committee assignments and called for any changes. Hearing none, Vice President Chalem made a motion to approve President Chambers' 2021-2022 Committee assignments as presented. Commissioner Ziering second the motion.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### IV.36. Approval of Resolution 21-R-2, a Resolution Honoring Penelope J. Randel

President Chambers called for a motion to adopt Resolution 21-R-2. Commissioner Ziering made a motion to adopt Resolution 21-R-2, a Resolution Honoring Penelope J. Randel as presented. Commissioner Simon seconded the motion.

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*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 6 ayes; 0 nays; 1 absent*

NEW BUSINESS – None

UNFINISHED BUSINESS – None

## EXECUTIVE DIRECTOR REPORT:

- 1) Commissioner Randel is a mother, wife, friend, educator and gardener and on behalf of the Northbrook Park District staff, thank you for your 28 years of dedicated service to the Park District. You are passionate about Northbrook and took the time to become educated in our profession as if it was your own. You came to every meeting prepared and engaged setting high but realistic standards. You will be missed.

## COMMISSIONER REPORTS

### Commissioner Goodman

- 1) Thank you, Commissioner Randel for laying the groundwork, I will continue to make you proud and keep the Park District thriving.

### Commissioner Curin

- 1) Impressed by the length and breadth of service of Commissioner Randel. Twenty-eight years of service is impressive. Thank you, Commissioner Randel for all you have done for Northbrook.

### Vice President Chalem

- 1) Commissioner Randel is an amazing mentor and an excellent example of a great volunteer. She has shown how to object respectfully and is a wonderful role model for the community and Board. It has been an honor to work with you. You will be missed.

### Commissioner Simon

- 1) It has been a pleasure serving with Commissioner Randel. She has the ability to voice her opinion but listen to others and sometimes even change her mind. Nobody cares about their community like Commissioner Randel.

### Commissioner Ziering

- 1) Commissioner Randel has been a very active commissioner and future commissioners would be wise to follow her lead. She knows all the staff and leaves big shoes to fill.

## PRESIDENT'S REPORT

- 1) It has been a great privilege and pleasure to serve with Commissioner Randel. Thank you for your years of service. President Chambers shared a sonnet that she had written to honor Commissioner Randel.

Commissioner Randel thanked Commissioners, Park District staff and special guests for their words. She has worked with four Executive Directors and each have had their own special skill set to move the District forward. She has worked with hundreds of staff members and twenty-one commissioners. It has been a great ride for 28 years and a wonderful experience. Thank you all for your support.

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## NEXT MEETING

President Chambers announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, June 23, 2021 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

## ADJOURN

With no further business to come before the Board, Vice President Chalem made a motion to adjourn the Regular Board Meeting at 8:15pm. Commissioner Curin seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

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