



**NOT POSTED**  
**Board of Commissioners**  
**Administration and Finance Committee**  
**Meeting Minutes**

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

MINUTES of the Administration and Finance Committee Meeting of the Northbrook Park District Board of Commissioners held Tuesday, January 18, 2022 in person at the Joe Doud Administration Building at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 8:35pm by Chair Schyman.

Members Present – Chair Schyman; Members Goodman and Simon

Ex-Officio Members Present – Commissioners Chalem, Chambers and Ziering

Ex-Officio Member Absent – Commissioner Curin

Staff Present – Executive Director Hamer; Directors Baron, Dalton, Loftus, Munn and Scovic; Executive Administrative Assistant Peterson; Specialist Scharp; Parks Division Manager Meyer; Facility and Fleet Manager Truhlar; Recreation Intern Horvat

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Commissioner Simon moved to approve the Minutes of the Administration and Finance Committee Meeting of January 18, 2022. Commissioner Goodman seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

VOUCHER REVIEW

Chair Schyman called for questions and Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Commissioner Goodman made a motion to recommend the Board approve the December 2021 vouchers in the amount of \$3,091,201.44. Commissioner Simon seconded the motion. Motion was passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

**Consider Recreation Guide Printing, Bid #2211**

Director Scovic reviewed the bids received for the Recreation Guide Printing, Bid #2211. Staff is recommending the rejection of all bids due to very high cost. Staff will review the project scope and rebid the project. Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Chair Schyman moved to reject all bids for the Recreation Guide Printing, Bid #2211 to the full Board for approval. Commissioner Goodman seconded the motion. Motion passed by voice vote.

**Consider Ordinance 22-O-2, Budget and Appropriation**

Director Munn provided information on Ordinance 22-O-2, 2022 Budget and Appropriation. A public notice was placed in *The Daily Herald* stating that a Public Hearing on the 2021 Budget and Appropriation Ordinance will be held on Wednesday, January 26, 2022 at 6pm at the Joe Doud Administration Building. Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Chair Schyman moved to approve Ordinance 22-O-2, an Ordinance making a Combined Annual Budget and Appropriation of Funds for the

# NORTHBROOK PARK DISTRICT

Northbrook Park District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 to the full Board for adoption. Commissioner Simon seconded the motion. Motion passed by voice vote.

## NEXT MEETING

The next Administration and Finance Committee Meeting will be scheduled for February 16, 2022 at 6:45pm or immediately following the Parks and Properties Committee Meeting at the Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the Meeting was adjourned at 8:51pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

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