



**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 Tuesday, June 14, 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 6:30pm by Chair Schyman

Members Present – Chair Schyman; Member Chambers

Member Absent – Member Ziering

Ex-Officio Members Present – Commissioners Chalem, Curin and Goodman

Ex-Officio Member Absent – Commissioner Simon

Staff Present – Executive Director Hamer; Directors Baron, Bozarth, Leiner, Loftus and Scovic; Executive Administrative Assistant Peterson; Parks Division Manager Meyer; Recreation Division Managers Kotloski and Shields; Business Manager Drahos; Facilities Manager Truhlar; Specialist Scharp

Staff Absent – Interim Finance Director Busby

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Commissioner Chambers moved to approve the Minutes of the Administration and Finance Committee Meeting of May 16, 2022. Chair Schyman seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

Cash Flow Analysis

Executive Director reviewed the Cash Flow analysis report. No comments or questions were received.

VOUCHER REVIEW

Chair Schyman called for questions. Hearing none, Commissioner Chambers made a motion to recommend the Board approve the May 2022 vouchers in the amount of \$674,735.45. Chair Schyman seconded the motion. Motion passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Competitive Bid Limit Increase

Executive Director Hamer provided background information on the Competitive Bid Limit Increase to \$30,000. Public Act 102-0999 amended Section 8-1 of the Park District Code pertaining to the Competitive Bid Limit. Chair Schyman called for questions. Hearing none, Commissioner Chambers moved to approve the Competitive Bid Limit increase to \$30,000 as amended in Section 8-1 of the Park District Code effective immediately. The motion passed by voice vote.

NORTHBROOK PARK DISTRICT

OLD BUSINESS

Hall of Fame Committee

At the Regular Board Meeting on May 25, 2022, President Chalem formed the Hall of Fame Committee and assigned members as follows, Chair Simon and Members Curin and Schyman. Future Hall of Fame agendas will now be located under the Hall of Fame Committee. Commissioners engaged in a discussion.

NEXT MEETING

The next Administration and Finance Committee Meeting will be scheduled for July 20, 2022, at 6:45pm or immediately following the previous Committee Meeting at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the Meeting was adjourned at 6:46pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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