



**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 Thursday, August 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 8:24pm by Chair Schyman

Members Present – Chair Schyman; Member Chambers

Member Absent – Member Ziering

Ex-Officio Members Present – Commissioners Curin and Goodman

Ex-Officio Member Present via Conference Call – Commissioner Chalem

Staff Present – Executive Director Hamer; Directors Bozarth, Leiner, Loftus and Scovic; Executive Administrative Assistant Peterson; Parks Division Manager Meyer; Business Manager Drahos; Specialist Scharp; Facilities & Fleet Manager Truhlar; Risk Manager Vrits-Bentz

Staff Absent – Director Baron

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Commissioner Chambers moved to approve the Minutes of the Administration and Finance Committee Meeting of July 20, 2022. Chair Schyman seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

Cash Flow Analysis

Director Tokar presented two cash flow analysis reports comparing collection of 2022 property taxes. Commissioners engaged in a question and answer session.

VOUCHER REVIEW

Chair Schyman called for questions. Hearing none, Commissioner Chambers made a motion to recommend the Board approve the June 2022 vouchers in the amount of \$729,624.12. Chair Ziering seconded the motion. Motion passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

Consider Elimination of the COVID-19 Vaccination Policy

Director Bozarth introduced Risk Manager Vrits-Benz. Director Bozarth provided additional information regarding COVID-19 protocols, testing and employee impact to the current COVID-19 Vaccination Policy. The Centers for Disease Control (CDC) released an update to their guidance for community settings on Thursday, August 11. The guidance removed the screening of asymptomatic individuals if they have not been exposed to COVID-19, streamlined recommendations after exposure regardless of vaccination status and lessened the emphasis on social distancing. Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Commissioner Chambers moved to approve the elimination of the COVID-19 Vaccination Policy to the full Board for approval. Chair Schyman seconded the motion. Motion passed by voice vote.

NORTHBROOK PARK DISTRICT

NEW BUSINESS

Approval of Expenses – Board of Commissioner per Ordinance 17-O-1 Travel Expense Control Act

Commissioner Chambers will be traveling to the Illinois State Fair on August 20, 2022, as part of her responsibilities as an IAPD Trustee to honor Parks Conservation Day. Chair Schyman called for questions. Hearing none, Chair Schyman moved to approve travel expenses for Commissioner Chambers to attend the Illinois State Fair on August 20, 2022, as part of her IAPD Trustee responsibilities to the full Board for approval. Commissioner Chambers seconded the motion. Motion passed by voice vote.

OLD BUSINESS – None

NEXT MEETING

The next Administration and Finance Committee Meeting will be scheduled for September 12, 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 8:36pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer

Molly Hamer, Secretary
Board of Commissioners/wp