



# 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 Wednesday, September 28, 2022 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

### CALL TO ORDER AND ROLL CALL

President Chalem called the Regular Board Meeting to order at 7:00pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers, Curin, Schyman, and Ziering

Commissioner Absent: Commissioner Simon

Officers Present: Secretary Hamer; Treasurer Tokar; Assistant Secretary Peterson

Staff Present: Directors Baron, Bozarth, Leiner, Loftus and Scovic; Specialist Scharp; Parks Division Manager Meyer; Business Manager Drahos

RECOGNITION OF VISITORS – None

### APPROVAL OF AGENDA

President Chalem called for any changes to the Agenda. Commissioner Chambers made a motion to approve the Agenda. Commissioner Ziering seconded the motion.

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

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

BOARD COMMITTEE REPORTS – None

### CONSENT AGENDA

President Chalem announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the September 12, 2022 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 Chalem called for any changes to the Consent Agenda.

Vice President Goodman made a motion to amend the Meeting Minutes of August 24, 2022 under Commissioner Reports to reflect his statement under item 5) Northbrook Days was good. He would like to think through how the District could better support and partner with Civic in future events. Commissioner Curin seconded the motion.

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

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

President Chalem called for additional changes to the Consent Agenda. Hearing none, Commissioner Chambers made a motion to approve the Consent Agenda. Commissioner Ziering seconded the motion.

# NORTHBROOK PARK DISTRICT

V.78. Approval of the amended Regular Board Meeting Minutes of August 24, 2022

**Motion:** I move to approve the amended August 24, 2022 Regular Board Meeting Minutes.

V.79. Approval of August 2022 Vouchers

**Motion:** I move to approve the August 2022 Vouchers in the amount of \$929,184.92.

V.80. Approval of Recreation Guide Printing, Bid #2229

**Motion:** I move to approve the Recreation Guide Printing, Bid #2229 in the amount of \$36,740.97 from Action Printing of Fond du Lac, Wisconsin with the option to renew for two separate one-year terms.

V.81. Approval of Stonegate Park Playground Equipment

**Motion:** I move to approve the Stonegate Park Playground Equipment design concepts provided by Play Illinois LLC/Burke and Cunningham Recreation/GameTime Equipment to be made available to the public for comment.

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

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

ACTION ITEMS – None

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

EXECUTIVE DIRECTOR'S REPORT

- 1) Friday Night Lights Soccer was held last Friday at Techny Prairie Park and Fields. Another evening of soccer is scheduled for this Friday night and flag football's night is Friday, October 7. The program starts at 5:15pm each week.
- 2) Staff hosted the Park District of Oak Park for a tour at Techny Prairie Activity Center. Oak Park is building a Net Zero facility.
- 3) Touch-a-Truck was held at UL on Saturday, September 17. An estimated 1,500-2,000 people attended the event.
- 4) Senior Trips returned for the first time since the pandemic. Trips were to Denny Diamond and Cabaret this month. Staff and Seniors are looking forward to more trips.
- 5) Autumnfest will be held on Saturday, October 8 from 2-5pm at Meadowhill Park.
- 6) On Friday, October 21, the Halloween 3K and a first-ever pet parade will take place at Techny Prairie Park and Fields. The pet parade starts at 5pm with the race at 6pm.
- 7) The Grounds Department is once again dealing with full-time staffing challenges. The team is currently three full-time employees short. Staff is working to advertise positions and recruit new staff.
- 8) Meadowhill Park playground is now complete and open to the public. Join us for the official ribbon cutting on Wednesday, October 12 at 4:30pm.
- 9) The District will be submitting the Williamsburg Square Park OSLAD Grant application this Friday, September 30.
- 10) The Parks Division is in the process of winterizing the pool facilities. Staff also supported the setup and operation of Shermerfest.
- 11) The Marketing & Communications Division coordinated and created marketing materials for the Williamsburg Square Park Community Open House events. Staff collected all of the input.

# NORTHBROOK PARK DISTRICT

- 12) The District hosted the NSSRA Swing Golf Outing on Friday, September 16 at Heritage Oaks Golf Club. Both courses were utilized to accommodate the 172 players. Thank you to Commissioners Simon and Ziering for playing and President Chalem for attending the lunch to welcome all of the players.
- 13) The Classic 18 hosted the Boy's IHSA Regional on September 28. The GBN Boys' team won the Regional event and will move on to Sectionals.
- 14) The Acorn Grill + Terrace had a good turnout for the fourth and final Live Music event of the year. With the dip in temperatures, the performance was set up inside instead of on the Terrace.
- 15) The Ladies Club Championship was held on Saturday, September 17 and was won by longtime league member Carol Golucki. The Men's Championship was won by life-long Northbrook resident Ryan Fallows.
- 16) The Finance Division is working with staff to prepare budget drafts.
- 17) The Technology Department successfully added additional storage backup in the cloud and have rolled out Security Awareness and Phishing Alert Button trainings.
- 18) The Senior Leadership Team attended a two day retreat to work on the 2023 Capital Improvement Plan.
- 19) Executive Director Hamer attended the Chamber Board meeting on September 8.
- 20) On September 15, Executive Director Hamer and several staff members attended the WILS Luncheon. Director Scovic was installed as the 2022-2023 President.
- 21) Executive Director Hamer attended the Chamber Business After Hours event held at Heritage Oaks Golf Club in the Brook Room on September 15. Thank you to Director Scovic and Executive Administrative Assistant Peterson for coordinating the event and to Open Kitchens for co-hosting and providing two drink tickets to attendees. Thank you to President Chalem and Commissioner Simon for attending.
- 22) Executive Director Hamer and several Directors attended the NRPA Conference in Scottsdale. Thank you to the Board for supporting continuing educational opportunities.

## COMMISSIONER REPORTS

### Vice President Goodman

- 1) Had dinner a few weeks ago at the Acorn Grill + Terrace. The patio was full, the Brook Room was rented, Allstate was holding a golf outing and there were people inside the facility. It was cool to see the vision around the new clubhouse and Acorn come together.

### Commissioner Schyman

- 1) Has been spending time at Techny Prairie Activity Center with his son and enjoying the facility.

### Commissioner Curin

- 1) Nothing to report.

### Commissioner Ziering

- 1) Participated in the NSSRA Swing Golf Outing at Heritage Oaks with Commissioner Simon and Directors Leiner and Tokar. The team did well and had a great time. It was nice to see a foursome of our staff participating in the outing. Received great feedback from other players.

### Commissioner Chambers

- 1) Brewfest was a wonderful event.
- 2) Attended Shermerfest which was another wonderful event. Judy Hughes of the Historical Society appreciated the support provided by Directors Leiner and Scovic.
- 3) Attended the Williamsburg Square Park Open House.

# NORTHBROOK PARK DISTRICT

## PRESIDENT'S REPORT

- 1) Attended a Williamsburg Square Park Open House. A few people came out but would like to have better attendance.
- 2) Attended the NSSRA Swing Golf Outing lunch and also received positive comments.
- 3) Attended the Chamber Business After Hours event at Heritage Oaks Golf Club.
- 4) Brewfest was great.
- 5) Attended a meeting with the Northbrook Caucus to answer questions on what they should look for in a commissioner. It was a good meeting.

## MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE 5 ILCS 120/2(c)(1)

Commissioner Ziering made a motion to move into Closed Session to Discuss Employment of an Employee. 5 ILCS 120/2(c)(1) Commissioner Curin seconded the motion.

ROLL CALL: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Curin, Commissioner Schyman, and Commissioner Ziering voted aye.

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

Moved into Closed Session at 7:20pm.  
Reconvened in Open Session at 8:05pm.

## NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, October 26, 2022 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

## ADJOURN

With no further business to come before the Board, Commissioner Chambers made a motion to adjourn the Regular Board Meeting at 8:05pm. 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