



**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, February 16, 2023 in person at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 8:18pm by Member Ziering.

Members Present – Members Chambers and Ziering

Member Absent – Chair Schyman

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

Staff Present – Executive Director Hamer; Directors Baron, Leiner, Loftus, Scovic and Tokar; Executive Administrative Assistant Peterson; Parks Division Manager Meyer; Specialist Scharp; Superintendent of Athletics & Facilities Shields; Parks Division Manager Meyer; Business Manager Drahos; Facilities & Fleet Manager Truhlar

RECOGNITION OF VISITORS

Edward Chao – Northbrook resident

APPROVAL OF MEETING MINUTES

Commissioner Chambers moved to approve the Minutes of the Administration and Finance Committee Meeting of January 18, 2023. Commissioner Ziering seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES – None

Recreation Division Staffing Vacancies Update

Director Loftus provided an update on staffing vacancies in the Recreation Division. Commissioners engaged in a question and answer session.

VOUCHER REVIEW

Commissioner Ziering called for questions. Hearing none, Commissioner Chambers made a motion to recommend the Board approve the January 2023 vouchers in the amount of \$852,270.02. Commissioner Ziering seconded the motion. Motion passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Ordinance 23-O-2, Budget and Appropriation

Director Tokar provided information on Ordinance 23-O-2, Budget and Appropriation. A public notice was placed in the *Daily Herald* stating that a Public Hearing on the 2023 Budget and Appropriation Ordinance will be held on Wednesday, February 22, 2023 at 7pm at the Joe Doud Administration Building. Commissioners engaged in a question and answer session. Commissioner Ziering called for additional questions. Hearing none, Commissioner Chambers moved to approve Ordinance 23-O-2, an Ordinance making a Combined Annual Budget and Appropriation of Funds for the Northbrook Park District for the fiscal year beginning January 1, 2023 and ending December 31, 2023 to the full Board for adoption. Commissioner Ziering seconded the motion. Motion passed by voice vote.

OLD BUSINESS – None

NORTHBROOK PARK DISTRICT

NEXT MEETING

The next Administration and Finance Committee Meeting was scheduled for March 13, 2023, 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 8:37pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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