



**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, May 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 6:30pm by Chair Schyman.

Members Present – Chair Schyman; Members Chambers and Ziering
Ex-Officio Members Present – Commissioners Chalem, Curin and Simon
Ex-Officio Member Absent – Commissioner Goodman
Staff Present – Executive Director Hamer; Directors Baron, Leiner, Loftus and Tokar; Executive Administrative Assistant Peterson; Superintendent of Grounds & Golf Maintenance Meyer; Project & Operations Supervisor Scharp; Business Manager Drahos; Trades Manager Vest; Marketing & Communications Manager Noens
Staff Absent – Director Scovic

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 April 19, 2023. Commissioner Ziering seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

Lauterbach & Amen Audit Presentation Update

The final audit documents will be delivered this week and will be included in the Board packet. Jamie Wilkey from Lauterbach & Amen will be presenting the audit at the Annual Meeting of the Board on May 24, 2023.

VOUCHER REVIEW

Chair Schyman called for questions. Hearing none, Commissioner Ziering made a motion to recommend the Board approve the April 2023 vouchers in the amount of \$978,832.75. Commissioner Chambers seconded the motion. Motion passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Local Government Efficiency Committee

Executive Director Hamer provided background information on the formation of the Local Government Efficiency Committee. The District will seek two Northbrook resident volunteers to serve on the Committee. The Committee will study the District's governing statues, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements and interrelationships with other governmental units and the State. The Committee will collect data, research and analyze as necessary to prepare the written report for the Cook County Board including recommendations regarding increased accountability and efficiency for the District. Commissioners engaged in a question and answer session. Commissioner Ziering moved to approve the formation of the Local Government Efficiency Committee to the full Board for approval. Commissioner Chambers seconded the motion. Motion passed by voice vote.

NORTHBROOK PARK DISTRICT

OLD BUSINESS – None

NEXT MEETING

The next Administration and Finance Committee Meeting was scheduled for June 19, 2023, at 6:30pm at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the Meeting was adjourned at 6:53pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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