



Board of Park Commissioners

Annual Meeting of the Board Minutes

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MINUTES of the Annual Meeting of the Board of the Northbrook Park District Board of Commissioners held on Wednesday, May 22, 2024 at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

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

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers, Chao, Kumar, Schyman and Silverman

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

Staff Present: Directors Baron, Kim, Loftus, Olas and Scovic; Business Manager Drahos

Guest – Courtney Mohr, Lauterbach & Amen, LLP (left at 7:24pm)

RECOGNITION OF VISITORS

Sarah Yoo, Glenview resident (left at 7:06pm)

Ms. Yoo is a new Glenview resident and her children will be attending Wescott Elementary School in the fall. She would like her children to attend the Park District summer camps to make friends to help ease the transition to a new school. When registering for camp, she learned that she would be charged non-resident fees despite attending a Northbrook elementary school. Ms. Yoo is an educator and stated it is important to make friends within the school. She would like the Board to consider allowing Glenview residents who attend Wescott Elementary School to pay Northbrook resident fees for Park District sports programs and summer camps.

Shana Oh Yoon, Glenview resident (left at 7:06pm)

Ms. Oh Yoon is a Glenview resident with children attending Westcott Elementary School. She requested to pay Northbrook resident fees for summer camps so that her children can spend the summer with school friends.

Molly Chen, Northbrook resident (left at 7:06pm)

Ms. Chen is a Northbrook resident and attended the meeting in support of the request to have Glenview residents who attend Wescott Elementary School pay Northbrook resident fees for summer camp and programs. Ms. Chen asked the Board to consider changing the requirements as it would affect people's lives.

Swetha Paduri, Glenview resident (left at 7:06pm)

Ms. Paduri is a Glenview resident with children attending Wescott Elementary School. She would like to pay Northbrook resident fees for Park District programs.

President Chalem thanked the visitors for attending the meeting. A staff member will be in touch to address the issue.

APPROVAL OF AGENDA

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

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao, Commissioner Kumar, Commissioner Schyman and Commissioner Silverman voted aye.

NORTHBROOK PARK DISTRICT

Motion Passed: 7 ayes; 0 nays

INFORMATIONAL ITEMS / VERBAL UPDATES

Audit Presentation – Courtney Mohr Lauterbach & Amen, LLP

Director Tokar introduced Courtney Mohr, Principal with Lauterbach & Amen, LLP. Ms. Mohr was one of the onsite auditors this year and will present the Annual Comprehensive Audit. Ms. Mohr thanked Director Tokar, Business Manager Drahos and the Finance Department for their assistance in gathering information for the audit. Ms. Mohr led the discussion of a page-by-page turn of 2023 Audit and Management Letter. Commissioners engaged in a question-and-answer session. President Chalem thanked Ms. Mohr, Director Tokar and Business Manager Drahos for their efforts throughout the audit process.

BOARD COMMITTEE REPORT - NONE

CONSENT AGENDA

President Chalem announced that the matters listed for consideration on the Consent Agenda had been discussed previously by the Board of Commissioners at the May 14, 2024 Committee Meetings and there was unanimous agreement 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 additional changes to the Consent Agenda. Hearing none, Commissioner Silverman made a motion to approve the Consent Agenda. Commissioner Chambers seconded the motion.

VI.28. Approval of Regular Board Meeting Minutes of April 17, 2024

Motion: I move to approve the April 17, 2024 Board Meeting Minutes.

VI.29. Approval of Administration and Finance Committee Meeting Minutes of April 8, 2024

Motion: I move to approve the Administration and Finance Committee Meeting Minutes of April 8, 2024.

VI.30. Approval of April 2024 Voucher Report

Motion: I move to approve the April 2024 Vouchers in the amount of \$1,160,818.01.

VI.31. Approval of Golf Operations Committee Meeting Minutes of March 11, 2024

Motion: I move to approve the Golf Operations Committee Meeting Minutes of March 11, 2024.

VI.32. Approval of the Professional Services Agreement with Quitno Golf Designs

Motion: I move to approve the Professional Services Agreement with Quitno Golf Designs, Inc. of Park Ridge, Illinois for Golf Course Architectural Services for the development of a 10-Year Golf Course Infrastructure Master Plan for Heritage Oaks Golf Club and the Anetsberger Golf Course for a fee of \$89,000.00.

VI.33. Approval of Parks and Properties Committee Meeting Minutes of April 8, 2024

Motion: I move to approve the Parks and Properties Committee Meeting Minutes of April 8, 2024.

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao, Commissioner Kumar, Commissioner Schyman and Commissioner Silverman voted aye.

Motion Passed: 7 ayes; 0 nays

NORTHBROOK PARK DISTRICT

ELECTION OF BOARD OFFICERS – 2024-2025 BOARD OFFICERS

The Nominating Committee of Commissioner Schyman and Commissioner Silverman presented the 2024-2025 Board Officer slate of Commissioner Lisa Chalem for President and Commissioner Mike Goodman for Vice President. Commissioner Schyman called for discussion. Hearing none, Commissioner Silverman made a motion to elect Commissioner Lisa Chalem as Board President and Commissioner Mike Goodman as Vice President of the Park Board of Commissioners for 2024-2025. Commissioner Kumar seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao, Commissioner Kumar, Commissioner Schyman and Commissioner Silverman voted aye.

Motion Passed: 7 ayes; 0 nays

Commissioners thanked President Chalem and Vice President Goodman for their continued service.

BOARD APPOINTMENTS

President Chalem presented the slate for the 2024-2025 Board Appointments as follows:

- Secretary – Executive Director Leiner
- Assistant Secretary – Executive Administrative Assistant Peterson
- Treasurer – Director Tokar
- Attorney – Robbins Schwartz
- Auditor – Lauterbach & Amen

President Chalem called for any changes to the Board Appointments. Hearing none, President Chalem made a motion to approve the 2024-2025 Board Appointments as presented. Commissioner Schyman seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao, Commissioner Kumar, Commissioner Schyman and Commissioner Silverman voted aye.

Motion Passed: 7 ayes; 0 nays

ACTION ITEM

IX.34. Approval of President Chalem’s 2024-2025 Committee Assignments

Motion: President Chalem moved to approve the 2024-2025 Committee Assignments. Commissioner Silverman seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao, Commissioner Kumar, Commissioner Schyman and Commissioner Silverman voted aye.

Motion Passed: 7 ayes; 0 nays

NEW BUSINESS

Municipal Advisor

At the Committee-of-the-Whole Meeting held on May 14, Executive Director Leiner and Director Tokar were directed to continue discussions with PMA and Speer Financial, Inc. Director Tokar provided additional information on the fee structure for both firms. Commissioners engaged in a question-and-answer session. President Chalem polled the Board on preferred firm to continue further negotiations. By consensus, Director Tokar was directed to pursue an agreement with PMA.

UNFINISHED BUSINESS – NONE

NORTHBROOK PARK DISTRICT

EXECUTIVE DIRECTOR'S REPORT

- 1) Congratulations to the Northbrook Sports Center staff on the success of Northbrook-On-Ice May 9-12. Staff received positive feedback about the show. Thank you to all Divisions for supporting the event.
- 2) The annual Kids' Fishing Derby was held on Saturday, May 18 from 10am-12pm at Wood Oaks Green Park. The event attracted 146 children and their families, totaling over 300 participants. An impressive 215 fish were caught. Awards were presented to the children who caught the most fish, the smallest fish and the largest fish in each age category. Congratulations to Recreation Supervisor Mucci and her team on the successful event.
- 3) Approximately 20 children participated in Skatetboardfest on Sunday, May 19. Each participant received a goody bag. The event started with introducing Asylum skateboard professionals, followed by a learn to skateboard session. A brief exhibition took place with a pro skater showing off his skills. At the conclusion of the event, four lucky winners took home a skateboard. Thank you to Recreation Supervisor Catron and his team for organizing the event.
- 4) *Across the Sand: A Passover Theatrical Experience*, the interactive production finished its run on April 28 after 12 performances. There was a total audience of 560 across all performances. Changes made this year included expanded seating capacity to accommodate larger groups. A new mix of instrumentation that added an upright bass along with the addition of a Music Director and Stage Manager to better assist with rehearsal needs. Audiences enthusiastically welcomed the production back, particularly praising the quality, talent and accessibility of the material presented.
- 5) Northbrook Community Theatre presented *Fiddler on the Roof* at the Northbrook Theatre May 17-19. 716 tickets were sold over three performances. Saturday and Sunday performances were sold out. Congratulations to all of the actors and the Performing Arts Department staff including Performing Arts Manager Kambach, Theatre Technical Specialist Gyondla and Recreation Supervisor DeRogatis.
- 6) Executive Director Leiner attended the NSSRA Board of Directors meeting on April 18.
- 7) Executive Director Leiner and Directors Scovic and Tokar attended the Northbrook Chamber's Economic Breakfast on April 25.
- 8) On May 7, the District and Glencoe Park District co-hosted a table at Parks Day in the Capital in Springfield. Executive Director Leiner, Directors Scovic and Tokar and Commissioner Chambers attended the Legislative Conference on May 8.
- 9) Executive Director Leiner attended the first of four sessions of the IAPD Leadership Institute on May 2.
- 10) Executive Director Leiner attended the Chamber meeting on May 9 and thanked Bell Labs for allowing Administration staff to park at their facility during the asphalt project.
- 11) Executive Director Leiner participated in the IDNR Grant Outlook and Successful OSLAD Grant webinar on May 15.

COMMISSIONER REPORTS

Commissioner Chambers

- 1) Attended the Parks Day in the Capital and Legislative Conference in Springfield. It is always interesting to see legislators.
- 2) Participated in the IAPD webinar on OSLAD grants. There will not be funding for PARC Grants this year. OSLAD grant funding is in jeopardy of being swept however several legislators are very support of keeping the funding.

Commissioner Chao

- 1) His family attended Northbrook-On-Ice. He is very appreciative of the time staff dedicates to the event. A highlight of the show was seeing the younger children skate.

NORTHBROOK PARK DISTRICT

2) His daughter is wrapping up Park District soccer and she is thankful for being able to play with her friends.

Commissioner Silverman

1) No report.

Commissioner Schyman

- 1) Attended Art in the Park and it was beautiful. Village Green Park looked very nice.
- 2) Pickleball is back.
- 3) The Administration Building parking lot looks very nice. Thank you to the paving crew and Director Kim's team for supervising.

Commissioner Kumar

- 1) Congratulations to staff who worked so hard on Northbrook-On-Ice program. The show was outstanding and very impressive. The talent was outstanding and the show was very well organized. Job very well done.

Vice President Goodman

- 1) Thank you to all staff for doing whatever it takes to make Northbrook-On-Ice an outstanding event. The show was amazing and there is already excitement for next year.
- 2) He has received feedback on the conditions of fields and shared concerns with Executive Director Leiner and Director Kim. Thank you for accommodating the needs of baseball and softball.

PRESIDENT'S REPORT

1. Attended the sensory performance of Northbrook-On-Ice and thought it was wonderful. The music was softer, lights stayed on and the DJ toned down his emceeing. She hopes to see attendance at this performance grow in future years.
2. Attended the NSSRA Shining Stars Awards and Banquet Dinner at Pinstripes on April 19. This is a wonderful event and she encourages her fellow Commissioners to attend.
3. Congratulations to Commissioner Chamber's on celebrating her 25th anniversary as a Park Board of Commissioner.

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be the Regular Board Meeting on Wednesday, June 26, 2024 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 7:59pm. Commissioner Silverman seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

Chris Leiner, Secretary
Board of Commissioners/wp