

APPROVED

In light of the Governor's COVID-19 Disaster Proclamation, it was impractical and imprudent to conduct the monthly meeting of the Ridgeville Park District Board of Commissioners other than electronically. The meeting took place on Thursday, February 9, 2023 at 7:00 pm. The Board President determined that it was not feasible for one member of the Board, the Chief Legal Officer, or Chief Administrative Officer to be present at the regular meeting location. While this was a public meeting, attendance at the Board meeting was solely by means of Zoom. The Zoom meeting was electronically recorded.

Commissioners Present: Diana Anton, Debby Braun, Matthew Mitchell (President), Michael (Mick) Morel (Vice President), Mathew (Matt) Rodgers

Commissioners Absent: none

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Brian Rosinski (Director of Parks and Recreation), Natalie Sallee (Program Director), Charles Valente (Attorney)

Citizens: Jacy Herman (REDI Committee), Aisha Bell Robinson (Equity Consultant)

President Matthew Mitchell called the meeting to order at 7:00 pm.

Roll Call

Diana Anton – present

Debby Braun – present

Matthew Mitchell – present

Mick Morel – present

Matt Rodgers – present

Announcement to Hold Board Meeting through Zoom (Mitchell)

Matthew Mitchell announced the meeting would be occurring through the Zoom platform in light of the Governor's COVID-19 Disaster Proclamation and in consultation with staff and commissioners.

Citizen Comment Part 1:

No comments at this time.

Approval of Minutes:

Motion #1: Matthew Mitchell moved to approve the minutes from the January 12, 2023 Board meeting. Mick Morel seconded the motion. Roll call vote: Anton yes, Braun yes, Morel yes, Rodgers yes, Mitchell yes. The motion passed unanimously.

Approval of Bills:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District- General Account Bills Summary February 9, 2023" and "Ridgeville Park District- General Account Bills Detailed Report February 7-9, 2023." Brian Rosinski noted, among other items: *Auto-Wares* for F150 supplies, *Bella Consulting* for equity work, *LRS* for garbage service, *Nice Rink* for ice rink, *Ridgeville Band* for a donation, *Seesawat* for brochures, *Sunrise* for tree maintenance renewal / inoculation to save the large Ash tree at Reba Park. It is RPD's largest tree in all our parks.

Motion #2: Mick Morel moved to approve payment of February 2023 bills in the amount of \$31,832.27. Matthew Mitchell seconded the motion. Roll call vote: Anton yes, Braun yes, Morel yes, Rodgers yes, Mitchell yes. The motion passed unanimously.

Approval of Petty Cash Expenditures:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District Petty Cash Summary February 9, 2023" and "Ridgeville Park District Petty Cash Details February 9, 2023." Brian Rosinski noted, among other items: *Air Delights* for soap dispensers, *Dengeos* for a thank-you lunch for Marcos Cruz, *E-File Tax Forms* to enable Gibbs to do his business, *IAPD* for a pre-conference workshop, *National Recreation* for study guides for Sallee, *Notary Public* for updated notary stamps, *Squarespace* for annual fee, *WUFOO* for annual subscriptions for online registrations.

Motion #3: Mick Morel moved to approve payment of February 2023 petty cash expenditures in the amount of \$3,323.08. Diana Anton seconded the motion. Roll call vote: Anton yes, Braun yes, Morel yes, Rodgers yes, Mitchell yes. The motion passed unanimously.

Monthly Update offered by Brian Rosinski, Director of Parks and Recreation:

February 15th is the deadline for receiving Executive Director applications. IAPD will be forwarding those along with their recommendations after the 15th. The board should be prepared to move forward with interviews at that time. We lost our maintenance employee Luis Rodriguez, who moved out of the state. We are hoping to finalize the interview process next week to hire a new person who can offer support to Marcos Cruz who is presently working alone (and doing a great job). The ice rink was open for a few days at the beginning of February, but now with warmer temperatures, it is permanently closed for the season. As was reported last month, we planned on purchasing two AEDs, gaga pit, exit doors and tools. All are in the process and should be completed soon.

Financial Update offered by Gerry Gibbs, Treasurer:

Gerry Gibbs discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) February, 2023,"
2. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 1/31/2023 for Fiscal Year Ending June 30, 2023,"
3. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 1/31/2023 for Fiscal Year Ending June 30, 2023,"
4. "RIDGEVILLE PARK DISTRICT Balance Sheet as of 1/31/2023 for Fiscal Year Ending June 30, 2023,"

5. "RPD Treasury Fund: Reconciliation of Fund Balances to Cash and Investment Accounts Balances as of 1/31/2023 for Fiscal Year Ending June 30, 2023," and
6. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 1/31/2023."

Gerry Gibbs recommended the following motion:

Motion #4: Matthew Mitchell moved that the payment of \$68.85 to NICOR approved on the General Bills report of August 11, 2022 be instead approved for \$68.65 to clear the outstanding unapproved general bank account entry for that amount. Mick Morel seconded the motion. Roll call vote: Anton yes, Braun yes, Morel yes, Rodgers yes, Mitchell yes. The motion passed unanimously.

Program Update offered by Natalie Sallee, Program Director:

- Spring / Summer Brochure: Brochures have been mailed to homes. Some new items to note include Evanston Soccer School for kids ages 4-9 in April / May, phased summer camp registration process, mini basketball camp in August, and basketball tournament this summer. Mini partner camps offered by various groups including Incredifix, Play-Well TEKnology, Let's Craft It!, and The Imaginary Game.
- MYSEP: Natalie Sallee and Laura Downey attended the Mayor's Youth Summer Employment Program and are now interviewing some great applicants.
- IAPD / IPRA Soaring to New Heights Conference: Sallee attended various sessions, learned a lot, networked, and started an application to take the Certified Parks & Recreation Professional (CPRP) exam later this year. She is happy to answer specific questions about the sessions she attended or the exam.
- Garden Programs: Garden2Table program begins in March with only a couple spots still available. RPD will be adding 2 additional garden beds to Ridgeville Garden, which will be rented by 2 alumni from the Garden2Table program. We are assessing the current Elks gardeners and their intentions with the garden plots. It looks like there will be 8-12 new micro-plots that will be made available this season. Sallee is updating the waitlist.
- New Partnerships: The Evanston Repair Cafe is hoping to set up their drop-in shop at the RPD Community House or Field House. It was suggested to offer the Repair Cafe in the Studio Garage during Wednesday evening concert events. Sallee is also working with an individual who would like to bring free drum circles to the park, offer sound meditations and Taiko classes.

Racial Equity, Diversity & Inclusion (REDI) Committee Update:

Jacy Herman shared that the committee has not met in the past month due to the equity trainings that took place. She thanked Aisha Bell Robinson for the three excellent trainings that she offered. If staff or commissioners were not able to attend, she noted that it will be important to watch the recordings of the trainings (esp #3 regarding conversations about the basketball courts). Robinson is coming to the end of her contract in terms of hours, so RPD should look at what the plans are moving forward. Robinson provided an outline of the work that has been done thus far, goals that have been set, training that have happened, the audit of policies, interviews that have occurred, and the development of templates for use now and for future use. She is preparing the REDI committee to continue with the work in her absence. She noted that

they have covered a lot of ground, but there is still plenty yet to do. She also provided an outline of the training sessions that she presented. Herman expressed that the committee feels they have gained a lot in recent months from Robinson and appreciates the document that she is leaving behind. Mitchell added to next month's agenda a discussion about how the board feels about equity work going forward and next steps. There was conversation about incoming RPD staff watching the training videos. Charles Valente clarified that if RPD requires staff to watch the videos, then RPD will need to pay for the training time. Ideas expressed included requiring the training of full time and regular staff but not all part time summer staff. Equity Charter could be included in the other paperwork offered to new summer hires that they read and sign off on. A targeted training instead of the 6 hours of video could be considered for staff orientation. Summer staff and Youth in the Parks should digest the 3rd video somehow. These questions will go on the REDI agenda to discuss at their next meeting. Updated ordinance language will come to the board for review and approval next month. Valente offered to look at initial drafts before presenting to the board. Mitchell thanked Robinson for her trainings, noting hers have been a favorite among other equity trainings he has attended.

Old Business:

- **Discuss Request for Proposals to Design, Procure and Install All-Inclusive Nature-Based Playground (Sallee / Mitchell)**

Natalie Sallee spoke to several playground companies at the conference who build traditional park equipment. They also create materials that "look" like natural materials but will last 30 years instead of 15 for natural lumber. We currently have \$15k in the current budget for nature-based play. She wondered about the board's priority: longevity or actual natural materials? They are comparable in price. Natural materials require maintenance. GFRC (glass fiber reinforced concrete) has a longer lifespan and is easy to clean. Matt Rodgers expressed an opinion to go with natural materials instead of GFRC. Anton, Mitchell, and Braun agreed to choose natural materials. Sallee then wondered which process makes the most sense for RPD. Do we want to pay a company to install? Do we want to create / install ourselves? Do we want to hire a landscape architect to install pieces that we choose? How do we want to use the \$15k (e.g. complete the entire project including installation or just purchase the pieces for \$15k and pay for the install with the next budget)? Sallee proposed a walk-through of the parks to determine which areas will be most impacted with nature based pieces..The board previously chose some desirable locations (Elks, Reba, and Leider). The board agreed to choose sites, then choose pieces, and then hire a landscape architect to do the installations. Sallee will email commissioners an invitation to attend a park walk-through.

New Business:

There was no new business to discuss at this time.

Call of the Commissioners:

- Anton: passed
- Braun: passed
- Mitchell: Matthew Mitchell thanked Aisha Bell Robinson for the spot-on, engaging equity trainings, and thanked her for the option of recording them in order to view them again at

later times. Anton echoed Mitchell's sentiments about the trainings and thanked Robinson for all her efforts.

- Morel: (absent)
- Rodgers: passed

Citizen Comment Part 2:

There were no comments at this time.

Adjournment:

Motion #5: Matthew Mitchell moved to adjourn the meeting. Diana Anton seconded the motion. All were in favor. The motion passed unanimously. The meeting was adjourned at 7:54 pm.

Respectfully submitted,
Julie Larson, Minute Taker