

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, May 11, 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, Amanda DePalma, Shawn Jones, Matthew Mitchell (President), Michael (Mick) Morel (Vice President)

Commissioners Absent: none

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Marlon Rodas (Incoming Director of Parks and Recreation), Brian Rosinski (Director of Parks and Recreation), Charles Valente (Attorney)

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

President Matthew Mitchell called the meeting to order at 7:01 pm.

Roll Call

Diana Anton: present

Amanda DePalma: present

Shawn Jones: present

Matthew Mitchell: present

Mick Morel: 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. He noted the Disaster Proclamation has expired and this may be the last Zoom meeting. In-person meetings will resume next month at the RPD Community House at 908 Seward.

Elect New Board President & Vice President

Shawn Jones nominated Matthew Mitchell as the President and Mick Morel as the Vice President. Diana Anton seconded the motion. Jones amended his nomination into two separate motions:

Motion #1: Shawn Jones nominated Matthew Mitchell as the President of the Ridgeville Park District Board of Commissioners, effective for one year. Amanda DePalma seconded the motion. Discussion: Mitchell accepted the nomination. Roll call vote: Anton yes, DePalma yes, Jones yes, Morel yes, Mitchell yes. The motion passed unanimously.

Motion #2: Shawn Jones nominated Mick Morel as the Vice President of the Ridgeville Park District Board of Commissioners, effective for one year. Diana Anton seconded the motion. Discussion: Morel accepted the nomination. Roll call vote: Anton yes, DePalma yes, Jones yes, Morel yes, Mitchell yes. The motion passed unanimously.

Citizen Comment Part 1:

There were no comments at this time.

Approval of Minutes:

Motion #3: Mick Morel moved to approve the minutes from the April 13, 2023 Board meeting. Shawn Jones seconded the motion. Roll call vote: Anton yes, DePalma yes, Jones yes, Morel 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 May 11, 2023" and "Ridgeville Park District- General Account Bills Detailed Report May 11, 2023." Brian Rosinski noted, among other items: licensing fee, *Bella Consulting* for equity consulting, *Essence Painting* for Studio 908 painting, *Genesis* for copies, *Imaginary Games* for partner camp, *Language in Action* for partner class, *Laughing Stock* for outdoor theater, *Learn for Life* for CPR and AED certification for full time staff, *Russo* for lawn mower, *Stratus* for cleaning service, and a canceled check due to the Earth Day concert being rained out.

Motion #4: Mick Morel moved to approve payment of May 2023 bills in the amount of \$67,426.10. Amanda DePalma seconded the motion. Discussion: partner camps and classes. Rosinski summarized how RPD comes to an agreement with the partner, they get 75% and RPD gets 25%. It is their camp and the 25% is essentially a rental fee for our land and space. Roll call vote: Anton yes, DePalma yes, Jones yes, Morel 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 May 11, 2023" and "Ridgeville Park District Petty Cash Details May 11, 2023." Brian Rosinski noted, among other items: *Amazon* for garden supplies, *Dick's Sporting Goods* for steel toe boots which are an insurance requirement for maintenance staff, *Dripworks* for gardening system, paint for courts, baseball dirt, *Sam's Club* for Earth Day supplies, and *Vistaprint* for new business cards for Rodas.

Motion #5: Mick Morel moved to approve payment of May 2023 petty cash expenditures in the amount of \$2,417.43. Shawn Jones seconded the motion. Discussion: Rosinski explained the difference between bills and petty cash to new commissioners. Petty cash is for immediate needs on the debit card, smaller things. Monthly limit for petty cash is \$4k. The Board President can grant approval to go over the limit. Nothing generally gets paid without Board approval (bills). Roll call vote: Anton yes, DePalma yes, Jones yes, Morel yes, Mitchell yes. The motion passed unanimously.

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

Brian Rosinski has been training the incoming Director of Parks and Recreation, Marlon Rodas, for the past month. They have started creating the tentative budget together and Rodas will finish it in June. He reviewed the budget calendar for the year. Gerry Gibbs will support Rodas with this process along with commissioners and Charles Valente. Rosinski offered his thanks to the many great people who he has worked with at RPD over the years. Tonight will be his last board meeting! Marlon Rodas expressed it has been great to meet everyone and begin to witness the culture at RPD. He thanked Brian for his wonderful years of leadership and service to RPD.

Monthly Report offered by Natalie Sallee, Program Director:

Mitchell noted that Natalie Sallee is not present tonight as she is taking time off with the passing of her father.

Monthly Report offered by Gerry Gibbs, Treasurer:

Gerry Gibbs shared that he's been working with Rodas to work through the plan to get through the fiscal year. There will not be much more coming in from tax revenue; however, we will see additional revenue from programs. There is currently a shortfall. Gibbs also discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) May, 2023,"
2. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 04/30/2023 for Fiscal Year Ending June 30, 2023,"
3. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 04/30/2023 for Fiscal Year Ending June 30, 2023,"
4. "RIDGEVILLE PARK DISTRICT Balance Sheet as of 04/30/2023 for Fiscal Year Ending June 30, 2023,"
5. "RPD Treasury Fund: Reconciliation of Fund Balances to Cash and Investment Accounts Balances as of 04/30/2023 for Fiscal Year Ending June 30, 2023," and
6. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 04/30/2023."

Monthly Report offered by the Racial Equity, Diversity & Inclusion (REDI) Committee:

Jacy Herman noted the REDI committee did not have a quorum at their recent meeting and do not, therefore, have new recommendations to offer. They did talk with Valente about edits to the ordinances and they can come with official recommendations in a future meeting. The committee is currently working on parade sponsorships, land acknowledgement, and basketball court signage. If new commissioners want history on any projects, they can reach out to Herman. Mitchell asked for a REDI recommendation for the equity budget for the next fiscal year (2023-2024).

Old Business:

There was no Old Business to discuss.

New Business:

- **Discuss Local Government Efficiency Act (Rosinski)**

Charles Valente summarized that the Efficiency Act requires subdivisions of government to present a study committee that meets at least 3 times to report to the county clerk. The committee is to look to see if there are ways to work more efficiently in-house or with other entities. It is unpaid. Committee must include every commissioner, 2 citizens of the park district, and the Chief Executive Officer or other officer of the park district. We must do this every ten years. Valente prepared a draft resolution for the Board to adopt. Marlon Rodas will be included in the committee. Rodas found one community member thus far, Michael Miro, who has accepted the position. We are looking for suggestions for a second citizen. First meeting must be by June 10, 2023. Meetings will be subject to the Open Meetings Act. During the 1st meeting, the committee will simply appoint someone to take the lead role. The 2nd and 3rd meetings will be more in-depth. There was a suggestion to schedule the 1st Efficiency meeting to coincide with the next Board meeting on June 8. Gerry Gibbs volunteered for the role of the 2nd citizen participant.

Motion #6: Shawn Jones moved to approve the Resolution Forming a Committee on Local Government Efficiency for Ridgeville Park District, Cook County, Illinois, as presented. Amanda DePalma seconded the motion. Discussion: There can be more than 2 citizen members if desired. Folks can also be invited to attend and listen to the meetings since they will be public. They will also be recorded. Roll call vote: Anton yes, DePalma yes, Jones yes, Morel yes, Mitchell yes. The motion passed unanimously. The Resolution will be signed by Natalie Sallee as Secretary.

- **Financial Overview for New Commissioners (Gibbs)**

Gerry Gibbs introduced himself as the Board's Treasurer who reports directly to the Board, not to the Exec Director. He offered a summary of his job duties: he ensures the bills are paid as they were approved; discrepancies are noted and reported; and bank accounts are monitored and reported. The Key Financial Activities Calendar was discussed. Fiscal year runs July through June. He noted that there are guidelines about how money is spent and that money must be spent within the boundaries of the budget (emergencies and special situations may be considered). Appropriations Ordinance (spending plan) must be passed in September. Levy Ordinance (revenue plan) must be passed in December. The Executive Director creates and runs the budget. Mitchell highly encouraged new commissioners to take a boot camp through the IAPD to better understand the whole system of the park district.

Call of the Commissioners:

- Anton: Diana Anton offered thanks to Brian for all his years of service. She also offered a welcome to Shawn and Amanda, and is glad to have them join the Board.
- DePalma: Amanda DePalma expressed she is excited to be on the Board.
- Jones: Shawn Jones offered congratulations to Brian in his retirement, and said he is looking forward to working with everyone on the Board.
- Mitchell: Matthew Mitchell offered a welcome to new commissioners, expressing he is excited about the group and senses it will be an effective Board. He is also looking forward to working with Marlon. He offered thanks to Brian and wished him all the best in

his retirement. Additionally, his, and the commissioners', thoughts are with Natalie during this hard time.

- Morel: Mick Morel offered a welcome to new commissioners and Marlon. He expressed that he has known Brian since he was a little kid; Brian has been the face of Ridgeville for a long time. He will be deeply missed, and he hopes he will stop by to say hello often.

Charles Valente noted that tonight will be RPD's last Zoom meeting. Starting in June, 2023, commissioners will need to participate in-person at the Community House. A quorum of commissioners must be present. If there is a need for remote participation, the Board should be notified in advance and will strive to accommodate that.

Citizen Comment Part 2:

There were no comments at this time.

Adjournment:

Motion #7: Matthew Mitchell moved to adjourn the meeting. Shawn Jones seconded the motion. All were in favor. The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Julie Larson, Minute Taker