

**MINUTES OF SEPTEMBER 10, 2009
BUTTERFIELD PARK DISTRICT
MONTHLY BOARD MEETING**

President Kryger called the meeting to order at 7:00 p.m.

Upon roll call the following commissioners were present: Commissioner Michael Kryger, Larry Montgomery, Sandy Cosenza, and Jim Gavin.

Commissioners excused: Commissioner Lisa Saunderson.

Staff Present: Executive Director Harris, Deputy Executive Director Heitz, Recording Secretary Holz.

Guests: None

OPEN COMMUNICATIONS/PUBLIC COMMENTS

None

ACCEPTANCE OF DISBURSEMENTS – AUGUST 2009.

Commissioner Cosenza made a motion to accept the Disbursements of August 2009; seconded by Commissioner Kryger.

Discussion: Commissioner Kryger asked who Salked Sports are. Deputy Executive Director Heitz explained they were the company that several of the High School Sports camps used to make their t-shirts. Commissioner Montgomery asked if that affects our earnings. Deputy Executive Director Heitz explained the sports camps are an 85/15% split and it is paid out of their 85%. Commissioner Kryger asked about the Cash Analysis Sheet. Why is May 08-09 higher than May 09-10, but July is the opposite? Deputy Executive Director Heitz explained some of it is the timing of deposits. In June we did not have a lot of deposits for the pool; July is when we started to get more of them. Also it depends on what the tax distribution is for that month and year. Commissioner Kryger asked what happened with the big spike in 2008-2009 expenses was? Deputy Executive Director Heitz explained that last year the bond check was cut in July this year it was cut in August. The spike in Cash on Hand is tax distribution, sports camps, and registrations for the summer. September will always have a spike because of two tax distributions. August is when we will start to get sizeable registrations for preschool and B/ASP.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

ACCEPTANCE OF CHECK REGISTERS FOR AUGUST 2009

Commissioner Kryger made a motion to accept the check registers for August 2009; seconded by Commissioner Cosenza.

Discussion: None

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

APPROVAL OF CHECKS OVER \$2,500.00

Commissioner Kryger made a motion to approve the checks over \$2,500.00; Seconded by Commissioner Gavin.

Discussion: Included in the board packet is a listing and explanation of all checks issued over \$2,500.00. Deputy Executive Director Heitz noted that All Sports check is for \$15,000.00 not \$1,500.00 that was a typo.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

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APPROVAL OF BOARD MEETING MINUTES

Commissioner Cosenza made a motion to approve the Board Minutes of August 13, 2009; Seconded by Commissioner Gavin.

Discussion: Commissioner Kryger would like to amend the wording to say in the absence of a full time director. Also, Commissioner Kryger wanted the statement thanking Deputy Executive Director Heitz to be added.

Commissioner Cosenza made a motion to approve the amended board Minutes of August 13, 2009; Seconded by Commissioner Kryger.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

APPROVAL OF EXECUTIVE SESSION MINUTES

Commissioner Kryger made a motion to approve the Executive Session Minutes of August 13th, 2009; Seconded by Commissioner Gavin.

Discussion: None

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

**APPROVAL TO RELEASE EXECUTIVE SESSION BOARD MEETING MINUTES FOR PUBLIC VIEW –
01/08/09; 01/15/09; 02/05/09; 02/20/09**

Commissioner Cosenza made a motion to NOT release the Executive Session Minutes for public view; Seconded by Commissioner Gavin.

Discussion: None

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

ACCEPTANCE OF TREASURERS REPORT FISCAL YEAR 2008-2009

Commissioner Kryger made a motion to approve the Treasurers Report for Fiscal Year 2008 - 2009; Seconded by Commissioner Cosenza.

Discussion: Deputy Executive Director Heitz discussed the prior fiscal year. The levy is required to be published after it has been accepted by the board. Upon publication it will be submitted to the county. We no longer have to claim any disbursements under \$1000.00 we can go up to \$2500.00. Everything on the treasure report matches the audit, with exception of the Tax Levy amount; we are waiting for a response from Knutte on the difference.

Upon a roll call vote, the motion passed:

AYES: 4(Commissioners Gavin, Cosenza, Montgomery, Kryger)
EXCUSED: 1(Commissioner Saunderson)

STAFF REPORTS - Deputy Executive Director Heitz: submitted her report in writing.

Recreation Superintendent Savage: Submitted his report in writing. Executive Director Harris gave an update about the Golf Outing.

Recreation Program Manager Venuto: Submitted her report in writing.

Preschool Director Murphy: Submitted her report in writing.

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Maintenance Manager Nance: Submitted his report in writing.

WRITTEN COMMUNICATION

N/A

ATTORNEY REPORT

Still waiting for a phone call back from Donna Pindle regarding the tax objection.

COMMITTEE REPORTS

Pool & Recreation – Cancelled. Meeting rescheduled for October 7th, 2009. Ask if Sherie Georgitsis can be there to discuss swim team.

Building & Grounds – Update submitted in writing and discussed by Executive Director Harris. Next meeting scheduled for October 7th, 2009 @6:00 pm.

Finance – No Meeting. Next meeting scheduled for October 8th, 2009 @ 6:30 pm to discuss the 2008-2009 audit and levy.

NEDSRA – Commissioner Montgomery updated everyone on NEDSRA events and programs.

EXECUTIVE SESSION

Commissioner Cosenza made a motion to open executive session for purposes of personnel matters pursuant to 5 ILCS 120/2 (c) (1); Seconded by Commissioner Kryger.

Executive session called to order at 8:00 pm.

Executive session adjourned at 8:40 pm.

NEW BUSINESS

Deputy Executive Director Heitz wanted to inform everyone again about the October 8th meeting. Karin Holz was introduced and will be taking over as the recording secretary.

ADJOURNMENT

At 8:43 p.m. Commissioner Kryger moved to adjourn; seconded by Commissioner Montgomery.

On voice vote, motion passed.

PRESIDENT _____

BOARD SECRETARY _____

Respectfully submitted by Recording Secretary Karin Holz