

**Butterfield Park District**  
**Regular Board Meeting Minutes**  
**Location: Rec and Aquatic Center, Room 3**  
**Date: October 9, 2025**

**Call to Order:** The meeting was called to order by President Saunderson at 6:42PM.

**Roll Call**

- Members Present: Commissioners Cosenza, Menard, Micheli, Saunderson
- Members Absent: None
- Staff Present: Interim Director Szoke, Superintendents Behling, Popek, and Kelly
- Guests: Consultant Gail Conway

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

**Approval of Agenda**

Commissioner Cosenza made a motion to approve the agenda for the regular board meeting; seconded by Commissioner Mendar.

Commissioners Cosenza and Micheli withdrew the motion to approve the agenda and subsequently Commissioner Menard made a motion to approve the amended agenda (Gail Conway presentation and Executive Director search discussion moved to closed session); Seconded by Cosenza.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

**Introduction of Guests**

Saunderson introduced guests, Gail Conway, Consultant, and from the Public: Gokhan Cukurova and Jean

**Approval of Meeting Minutes**

Commissioner Cosenza made a motion to approve the Board Meeting Minutes of September 11 2025; July 9, 2025; July 24, 2025; August 6, 2025; September 10, 2025; September 11, 2025, and September 24, 2025; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

**Monthly Financial Report- September 2025**

Commissioner Menard made a motion to accept the September 2025 Financial Report; Seconded by Cosenza.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

**Approval of Disbursements- Claims List September 2025**

Commissioner Cosenza made a motion to accept the September 2025 Disbursements Report; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

## **Directors and Operations Reports**

### **Director's Report- Interim Executive Director, Chuck Szoke**

- A. Recreation Program Status report will be prepared and available to the Board as soon as possible.
- B. Additional information will be obtained regarding the impact of the proposed new phone system on the current alarm and PA systems, and the use of a landline as backup in case of emergency.

### **Business Report**

- A. PDRMA 2026 cost saving projection was clarified for the board

### **Recreation- Superintendent Popek**

- A. Preschool Halloween events are upcoming.
- B. Polar preparations are underway.
- C. Fall Fest and Craft Fair occurred.

### **Parks and Facilities Report- Superintendent Behling**

- A. Irrigation project is progressing, but not yet completed.
- B. Six trees at Brentwood have been removed.
- C. Security camera placement is available for board review.
- D. Vehicles have passed Safety Lane and tires have been replaced as needed.
- E. Tree grant is nearing completion.
- F. Glenbriar project near completion.
- G. Prioritizing the capital project list.
- H. Records disposal project continues. Currently staff is shredding in-house.

### **Unfinished Business**

- A. The Ordinance regulating the Use of Parks and Property Owned or Controlled by the Park District is under Attorney Review.
- B. Park Security discussions with the Sheriff's office will continue.
- C. Discussion of Surveillance Camera locations to be discussed with the Board.
- D. Discussed Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District- Tabled

Commissioner Menard made a motion to Table the Approval; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

### **New Business**

- A. Ordinance 25-10-1 (Creating a District Tree Preservation Policy)- Tabled
- B. Commissioner Cosenza made a motion to approve the Municipal Directory; Seconded by Menard. The motion was withdrawn, and Commissioner Menard made a motion to approve the Municipal Directory pending the removal of any information that is not required; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

- C. Commissioner Menard made a motion to approve the 2026 PDRMA Health Program Rates; Seconded by Micheli

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

D. Commissioner Menard made a motion to approve the Executive Director Job Description; Seconded by Micheli

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

**Staff Dismissed: 8:00PM**

**Executive Session**

Motion by Cosenza, seconded by Menard to adjourn to Executive Session at 8:05PM to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, contractors, legal counsel for the public body under 5ILCS 120/2(c)(1).

Upon roll call vote, the motion was approved unanimously.

AYES (4): Cosenza, Micheli, Saunderson, Menard

NAYS: None

No Action was taken following Executive Session.

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President

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Secretary