

**Butterfield Park District**  
**Regular Board Meeting Minutes**  
**Location: Rec and Aquatic Center, Room 3**  
**Date: September 11, 2025**

**Call to Order:** The meeting was called to order by President Saunderson at 6:35PM.

**Roll Call**

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

Commissioner Cosenza made a motion to approve the virtual attendance of Commissioner Menard due to employment purposes; seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

**Approval of Agenda**

Commissioner Saunderson asked to modify the agenda, moving the Unfinished Business (Gail Conway Presentation) to Executive Session. Cosenza made a motion to approve the agenda of September 11, 2025 as amended, Seconded by Micheli.

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.

**Audit Presentation**

Commissioner Cosenza made a motion for discussion and possible acceptance of the audit; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

**Approval of Meeting Minutes**

Commissioner Cosenza made a motion to approve the Board Meeting Minutes May 8, 2025, June 12, 2025, July 24, 2025, and August 6, 2025; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

**Monthly Financial Report- July 2025**

Commissioner Cosenza made a motion to accept the July 2025 Financial Report; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

### **Approval of Disbursements- Claims List July 2025**

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

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

### **Monthly Financial Report- August 2025**

Commissioner Cosenza made a motion to accept the August 2025 Financial Report; Seconded by Micheli.

Upon roll call vote, the motion was approved unanimously.

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

NAYS: None

### **Approval of Disbursements- Claims List August 2025**

Commissioner Cosenza made a motion to accept the August 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**

There was no discussion at this time regarding his report.

#### **Recreation- Superintendent Popek**

- A. Rec Kids and Preschool programs are underway.
- B. Polar event is sold out and preparations are underway.
- C. Touch a Truck event was successful. Craft Fair is October 4, 2025

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

- A. Pool is closed and preseason preparations are underway.
- B. Invasive trees at Brentwood have been removed. Commissioner Cosenza inquired about the park's west property line.
- C. Irrigation project is close to completion.
- D. Building improvements: new gym door, floors refinished, deep cleaned classrooms.
- E. Tree grant is nearing completion.
- F. Glenbriar project near complete
- G. Montgomery fence issue as been addressed and removed.
- H. August 17 storm damage described and cleaned up.
- I. Weeds in Glenbriar will be addressed.
- J. 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- TABLED
- B. Discussion of Park Security- TABLED
- C. Discussion of Surveillance Cameras, TABLED pending camera locations input from the Board.
- D. Discussion of Ordinance regulating the Issuance of Identification to the Commissioners of the Butterfield Park District- TABLED
- E. Board Vacancy- Action on timeline to recruit candidates and fill the Commissioner vacancy- TABLED
- F. Phone System Approval- Barb Cremin will follow up from Commissioner Menard's comments reflecting concerns with a proposed VOIP system and the need to maintain several landlines for emergency purposes. 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, Saunderston, Menard

NAYS: None

**Staff Dismissed: 7:20PM**

**Executive Session**

Motion by Micheli, seconded by Cosenza to adjourn to Executive Session at 7:20PM 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, Saunderston, Menard

NAYS: None

No Action was taken following Executive Session.

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President

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Secretary