



Justice Park District

**Board of Commissioners
Regular Board Meeting
January 23, 2022 @ 6:00 pm
7747 S. Oak Grove Avenue Justice, IL 60458**

**Commissioners
Carrie Bernardoni, Larry Noyes, Tabatha Sutera, Tom Bosworth. Lori Leahy**
Meeting Minutes

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call: Bernardoni, Noyes, Leahy, Bosworth and Sutera
- IV. Public Comment
- V. Secretary's Report
 1. Corrections/Additions/Approval of Agenda
MOTION: Noyes
SECOND: Bosworth
VOTE: 5/0
 2. Approval of Minutes of Board Meeting 12-19-2022
MOTION: Sutera
SECOND: Noyes
VOTE: 5/0
- VI. Treasurer's Report
 1. Approval of Warrant List - \$
MOTION: Sutera
SECOND: Noyes
VOTE: 5/0
 2. Approval of Payroll – 12-30-2022, \$4,721.86
MOTION: Sutera
SECOND: Noyes
VOTE: 5/0

3. Approval of Accounts Payable January 11, 2023- 20,258.93

MOTION: Sutera

SECOND: Noyes

VOTE: 5/0

4. Approval of Payroll 01-13-2023, \$3,865.12

MOTION: Noyes

SECOND: Sutera

VOTE: 5/0

VII. Financial Report given by WRDR - [Mary Lancaster](#) Presented

- The area of focus right now is preparing the budget.
- cost cutting measures.
- A lot of resources went into the new park
- Getting in the tax levy
- Budget for each line item

VIII. Executive Director's Report

- December meeting to research lawn equipment.

Matt presented concerning the grass cutting.

- Went out the price point, about half of the year of 2022.
- 13,7453.00 would be the zero turn, initial payment for the start.
- In the summertime every week would be needed in August he would cut every other week.
- price would vary as far as maintenance.
- main zero turn breaks down the grass would not be able to be cut.
- Push mower would be transported in the bed, and he would use that to cut the other parks
- Experience in grass cutting.
- He would be able to handle this no issues.

Commissioner Noyes -

- He has a grass service and there was an issue with the zero turn for a few weeks and it was down.
- Concerns where the gas will be stored and properly.
- Let Matt cut the other parks - leave Commissioners to Belcher Landscaping

Commissioner Bernardoni

- More comfortable with the smaller plots at the other parks
- Will still trim trees
- A few estimates - solicit for cost.

Commissioner Sutera

- The plot around the park district and Commissioner Park will be Belcher as far as liabilities go. We don't want that on-Matt's shoulders.
- Start with Belchers first, see what the cost will be and go from there.
- Weed Control will still be Belchers.
- What could be lacking here - if it is only the 3 parks it is doable, Matt will take about a day.

Commissioner Bosworth

- If Belcher increases the cost of Commissioner Park, there is a possibility of not saving. Most of the bill we are just cutting down. Matt would be responsible for cutting 3 parks.

Programs for the 2023 Year

Commissioner Bernardoni - The board was concerned about programs that were removed that are staples in the community. With the new sponsorships coming in, hopefully we will get a few more. I did look at other Park Districts - they are offering sponsorship to specific events.

Director Bonbrake - Concerned if we are having a program where are we taking the funds from?

Jean Hajer

\$1400 for the Easter Program - a quick 45-minute event

Car Show - Will need a sponsorship.

Commissioner Noyes - When I ran years ago, I was told one thing and that was to promise we will keep programs - we have to help those families. There may be children who don't have Easter. It is for the kids. So many families are working - the summer camp is extremely important.

Jean Hajer

If we don't have the trunk or treat what will we do, we don't have enough people paying to enter the cars. Staff is the main cost.

We want to improve - there was complaints last year that the same kids were coming back and forth,

Commissioner Sutera - There are going to be kids who hit multiple cars, it is not only the JPD who has that issue with trunk or treat.

Commissioner Bernardoni

We have staples in the community - the community will feel this. People look forward to those events - Easter, Christmas, Halloween.

Maybe we can come up with other ideas.

Commissioner Sutera

The village has held Santa for years - they give out presents to every child that walks in that door. There was confusion this year as we had Santa letters, the Village did and so did the library.

We need to have better communication with the Village. If the communication doesn't work, then we will evaluate the following year. Santa being at the Village is important, there are children who may not get presents.

February 4th - Sweetheart Dance

March -

April 1st - Meet the Easter Bunny

May 6th - Craft Show - possible 3 staff members - Food Trucks instead of concession stand?

June 10th - Butterfly Garden - \$250.00 out of pocket, one time - donation of designer's time 9am-12, hold a informational meeting indoors

July

August 5th- Back to School Bash

Touch a Truck??? Get with JPD and work together. Benefit to the this is the foot traffic, and we will be able promote our other programs.

Kite flying Program.

Summer Camp? Basic staff is here - Lyons Township, offered 6 staff, we can put 4 on the camp - 25 kids - not much of a summer camp. Covid was a bit damper. If there are 25 kids, or 0 - I would rather want 25. Last year we had 55 kids, we were not turning away. Demographics have changed. The dates are not consecutive with school letting out. We will hopefully have a better idea with budgeting next month for summer camp.

September 30th - Fall Craft Show – Commissioner Bernardoni voiced - Maybe only 1 craft show instead of 2?

October- Truck or Treat or another program that will bring the community together - a program that will not take many man hours. This is a staple program.

November - Thanksgiving

December - Winter Wonderland with the Village

House decorating for Christmas and Halloween - We can give out chocolate instead of gift cards. There were no complaints about giving out chocolate this year, can promote on FB. Maybe not chocolate, maybe just a picture on the wall - Wall of Fame kind of thing.

Wing stop? Joeys? Florist on Roberts Road? Jimmies? The little grocery store on Roberts - possible donations. Jean "Will look into it right away"

Pop Up events will be held throughout the year.

Walgreens offered toys.

John Ginos offered Pizzas at a discount rate.

Touch a truck - issue with paying staff? Need volunteers to cover.

[Mary Lancaster](#)

Most of the funds come from the tax levy - salaries benefit health insurance IMRF more than half. maintain parks.

Jennifer Bonbrake We really must cut some things - we are faced with cutting programs. I don't want to see them go but, how do we move forward?

Commissioner Leahy

Funds are limited but maybe we can have the Easter bunny go house to house. We used to go house to house. Right now, a lot of people are promoting costumes for \$75.00 for a few hours. Maybe we can work off that and raise funds. Not that price point but another idea.

Commissioner Bernardoni

We have been responsible for the stage - \$3000 last year.

The Village holds this event, we financially support it by far more than anyone else. The Village makes a profit for their Holiday basket program. We are in the hole financially.

Commissioner Sutera - Needs to be communicated to the Village contact Jeff Allen let him know exactly what we can do, or we can't. If we communicate clearly, I cannot see Jeff not understanding where we stand. If we communicate clearly, it will make all the difference.

Ask the Village to co-sponsor the Easter Egg Hunt - We will help them with the car show. Worth a shot to ask.

Donna Hemphill has reached out to me. She has not heard responses back to emails since December - I know that February is taken care of. If we are asking for help and she does want any money, she just wants to volunteer, she is definitely an asset to us.

IX. New Business: **We went into executive session prior to approval of contract.**

1. Approval of Executive Director's contract

- MOTION:
- SECOND:
- VOTE:

X. Executive Session:

To discuss and consider the appointment, compensation, discipline, performance, or dismissal of a specific employees.

1. Approval of Executive Director's contract

MOTION: Noyes

SECOND: Sutera

VOTE: 5/0

XI. Adjournment 7:44pm
MOTION: Noyes
SECOND: Sutera
VOTE: 5/0