



Justice Park District

Board of Commissioners

Regular Board Meeting

September 26, 2022 @ 6:00 pm

7747 S. Oak Grove Avenue Justice, IL 60458

Commissioners

Carrie Bernardoni, Larry Noyes, Mark Leahy, Tabatha Sutera, Tom Bosworth

Meeting Minutes

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call: Noyes, Bosworth, Sutera and Bernardoni
- IV. Public Comment: No Public Comment
- V. Secretary's Report
 1. Corrections/Additions/Approval of Agenda
MOTION: Noyes
SECOND: Bosworth
VOTE: 4/0
 2. Approval of Minutes of Board Meeting 08-22-2022
MOTION: Noyes
SECOND: Bosworth
VOTE: 4/0
 3. Approval of executive session minutes from 08-22-2022
Will send to email – Commissioner Sutera forgot to bring to the meeting
- VI. Treasurer's Report
 1. Approval of Warrant List - \$17,020.62
MOTION: Sutera
SECOND: Noyes
VOTE: 4/0
 2. Approval of Payroll – 09/06/22 - \$4,259.83

MOTION: Noyes

SECOND: Sutera

VOTE: 4/0

3. Approval of Payroll – 09/23/22 - \$4,077.45

MOTION: Noyes

SECOND: Sutera

VOTE: 4/0

VII. Financial Report given by WRDR – Presented by Mary – The month was not too eventful, The biggest cost was landscaping.

- Currently the checks will be signed when they are prepared, held until the approval.
- 1st issue Executive Director Bonbrake feels that checks are being held too long, a 30-day invoice is being held longer than 30 days.
- 2nd issue which Mary is not comfortable with – Can they just be signed when they are approved? Signing the checks is a form of an approval.

Attorney Cainkar

- Technically they are not approved until the board approves

Mary

- From a controlled perspective you must sign checks
- Unsure how you want to proceed
- Unsure how we are ever going to hold to a 30-day window unless you are processing checks constantly.

Director Bonbrake

- 30 days that we get the invoice and then 30 days that the after the board meeting

Attorney Cainkar

- Payment is within 30 days of board approval, if you must rush to get payment you need to ratify the payment.

Mary

- The notice period, total dollar amount that needs to be approved.
- It is needed a week before – agenda must be released a week prior to the meeting

Executive Director Bonbrake

- We are accruing late fees – which is unnecessary
- Printer company – We can get around it, certain places will waive them, some will not.

Mary

- Something we must work on.
- Bump in payroll PTO verse Holiday pay – delegating, which is which, has since been work out
- Budget to actual stuff, foe future expenditures
- Also recategorized line items in the budge – i.e concession, room rental ext.

VIII. Executive Director's Report – Given Jennifer Bonbrake:

- Veterans Park event was a great opportunity to get the community out to support, there was a decent amount of people to attend the first Meet Us in the Park. Personal thank you to out Tia Chi instructor Patrick and our dance instructor Bella for coming out
- Craft show was successful, decent amount of money was made and we are looking forward to a successful spring

- Concession stand will be open until Friday October 12, 2022. A great addition to the Park District
- Partnered with the Justice Public Library to provide transportation to a Halloween Field trip to local cemeteries, a great way to support each other
- Free ice cream social will be at the Park District September 30, 2022, at 6: 30pm

IX. New Business:

1. Acknowledge receipt of letter of resignation as Commissioner from Mark Leahy and thank him for valuable service to Justice Park District.

Thank you to Mark for his service in serving as Commissioner at the Justice Park District.
Wishing him well on his new endeavors.

X. Adjournment – 6:16pm

MOTION: Noyes

SECOND: Bosworth

VOTE: 4/0