

MINUTES OF THE
BERKELEY PARK DISTRICT
REGULAR BOARD MEETING
Wednesday, January 5, 2022

The regular meeting of the commissioners of the Berkeley Park District was held on Wednesday, January 5, 2022 at Berkeley Park District's Lind Park building. The meeting was called to order at 7:34 P.M.

Roll call Commissioners present: J. Traina, D. Ditchfield, P. Smith, K. Lower and T. Larem
Others present: Attorney S. Posey, Park District Director P. Graham, and Treasurer A. Schenone

A motion was made to approve the minutes of the regular board meeting on December 1, 2021 by Commissioner Lowe and seconded by Commissioner Smith.
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem. Motion carried.

A motion was made to approve the minutes of the special board meeting on December 15, 2021 by Commissioner Smith and seconded by Commissioner Lowe.
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem. Motion carried.

Treasurer's Report:

Receipts for the month of December were \$3,440.47

A motion was made by Commissioner Smith and seconded by Commissioner Larem to approve the December payroll in the amount of \$220.00
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, T. Larem, and K. Lowe. Motion carried.

Disbursements for the month of December were \$5,991.05. A motion was made by Commissioner Lowe and seconded by Commissioner Larem to approve the disbursements.
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, T. Larem, and K. Lowe. Motion carried.

Council Report:

A.) S. Posey filed the 2021 Levy Ordinance #21-05.

B.) S. Posey updated Board on recent Cook County Covid Vaccine Protocol. A discussion of the protocol and enforcement took place in relation to Berkeley Park and Park District facilities. S. Posey presented a proposed policy that meets current county requirements.

C.) S. Posey also reminded commissioners that the Illinois Association of Park Districts Conference was to be held on Friday, January 28th and Saturday, January 29th.

Correspondence: None

Report of Commissioners:

- A.) Commissioner Traina presented pay increases for Park District employee positions. A discussion of increases and minimum wage requirements followed.
- B.) Commissioner Larem had nothing to report, but suggested streaming Park District Open House on Facebook or other virtual platforms. Open House is to be held on Saturday, January 8th from 1:00 PM to 3:00 PM.
- C.) Commissioner Smith: No report.

- D.) Commissioner Ditchfield gave a brief update on Rebuild Downtowns and Mainstreets Capital Grant that the Park District is applying for and is due on January 10, 2022.
- E.) Commissioner Lowe: No report.

Directors Report: Director Graham reported 20-25 children attended the Christmas event at Berkeley Park Gazebo.

IT Report: Commissioner Ditchfield filled in for IT Specialist Michelle Meyer and reported that on-line registration is up and running. There have been a number of registrations along with payments and system is working as expected.

Old/Unfinished Business:

- A.) Cell Towers: Nothing to update.
- B.) Budget Appropriations Ordinance #22-01 and discussion of construction improvement budget line. Commissioner Traina made a motion to approve Budget Appropriations Ordinance #22-01 seconded by Commissioner Ditchfield.
Commissioners voting "aye": J. Traina, D. Ditchfield, T. Larem, K. Lowe, and P. Smith.
- C.) Director Graham would like to send out a Programs Assesement Survey with the next Park District brochure.

New Business:

- A.) Pay raises: Commissioner Larem stated there should be job descriptions for all Park District employee positions. Commissioner Ditchfield agreed and suggested this is something that should be developed over the next few months.
Commissioner Traina made a motion to approve pay raises as presented, retroactive to January 1, 2022 seconded by Commissioner Lowe.
Commissioners voting "aye": J. Traina, D. Ditchfield, T. Larem, P. Smith, and K. Lowe.
- B.) Berkeley Park District Covid-19 Vaccination Policy Ordinance #22-02: A motion was made by Commissioner Smith, seconded by commissioner Lowe to approve Berkeley Park District Covid-19 Vaccination Policy Ordinance #22-02. Commissioners voting "aye": J. Traina, D. Ditchfield, K. Lowe, and P. Smith. Commissioners voting "nay": T. Larem
- C.) Rentals of Park District facilities are on hold going forward.

Next Regular Board Meeting on February 2, 2022 at 7:30 PM to be held at Lind Park.

Adjournment:

A motion was made by Commissioner Lowe seconded by Commissioner Smith to adjourn the meeting at 7:39 P.M.

David Ditchfield
Commissioner