

MINUTES OF THE
BERKELEY PARK DISTRICT
RESCHEDULED REGULAR BOARD MEETING
Wednesday, February 9, 2022

The rescheduled regular meeting of the commissioners of the Berkeley Park District was held on Wednesday, February 9, 2022 at Berkeley Park District's Lind Park building. The meeting was called to order at 7:31 P.M.

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

A motion was made to approve the minutes of the regular board meeting on January 5, 2022 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 January were \$9,353.33

A motion was made by Commissioner Lowe and seconded by Commissioner Smith to approve the January payroll in the amount of \$214.50
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, T. Larem, and K. Lowe. Motion carried.

Disbursements for the month of January were \$7,877.11. A motion was made by Commissioner Lowe and seconded by Commissioner Ditchfield to approve the disbursements.
Commissioners voting "aye": J. Traina, D. Ditchfield, P. Smith, T. Larem, and K. Lowe. Motion carried.

Art reported that he will be closing the books for 2021, and the W2 and 1099 forms had been mailed out to Berkeley Park District employees.

Correspondence: A letter was received from Bicycle Illinois, who had used Berkeley Park for prior events before. They would like to use the pavilion picnic area and washrooms at Berkeley Park as a rest stop for an event.

Report of Commissioners:

- A.) Commissioner Traina : No Report
- B.) Commissioner Larem: reported the idea of Playdates in the Park events. Elmhurst Park District holds similar events with great participation. She stated she had talked about the idea at the Ad-Hoc meeting last month.
- C.) Commissioner Smith: No report.
- D.) Commissioner Ditchfield: will speak with Williams Architects regarding work to be done at Berkeley Park, but stated no work can be done that is on the list of items listed on the grant until the grant is awarded. He stated that the tennis and blue courts would need to be looked at to create a priority list.
- E.) Commissioner Lowe: No report.

Directors Report: Director Graham reported the Halloween event at Berkeley Park went great, and he was starting to plan for Halloween 2022. He gave handouts with ideas for additional items for next

year's Halloween walk along the Prairie Path. Commissioner Ditchfield said parts of last year's events may have been too scary for younger children. A discussion took place of the possibility of 2 time slots or maybe 2 weekends to separate the younger kids from older ones. Possibly holding an indoor haunted house for the younger group and separate outdoor walk at Berkeley Park for the older group. He made the suggestion of using Survey Monkey for getting the survey to residents of what they are looking for in their park district.

IT Report: Commissioner Ditchfield filled in for IT Specialist Michelle Meyer and reported that the January on-line registration showed a lot of interest, but February was low.

Old/Unfinished Business:

- A.) Cell Towers: Nothing to update. Table to next meeting
- B.) Baseball Field Work: A request was made to Mayor Lee for a number of Berkeley kids signed up for baseball, and how balanced is the groups between Berkeley kids and Hillside kids. Pete walked the field with Mayor Lee and Joe Wagner and marked out a tee ball field at Berkeley Park. The area that was first thought of to use was too close to homes, and the street, therefore the new field will be located closer to the tot lot, and can be graded out and used as a multi-purpose field in the future. It can be used for soccer, Frisbee golf, etc.
- C.) Progress of Berkeley Park Renovations: Commissioner Ditchfield will speak with Williams Architects for a timeline and hopefully will have information on the grant for the March meeting.

New Business:

- A.) Fitness Instructor's Pay Scale: a referral was given for a new instructor for Saturday morning programs. She currently works at Memorial Park, and would bring current attendees. She works with hoola hoops. The offer of \$28-\$29 per hour was discussed. The possibility of offering her \$29.00 per hour for up to 10 participants and then increase if more participate. Also, to increase Kelly Hoekstra's pay starting with the next session. Class will start at Lind Park building with the possibility to move the class outdoors. Eventually move to Berkeley Park area.
A motion was made by Commissioner Ditchfield and seconded by Commissioner Smith to make the minimum level per fitness instructor to \$28.00 per hour and an additional \$2.00 for each additional participant over 10.
Commissioner voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem.
Motion carried.
- B.) A motion was made by Commissioner Traina and seconded by Commissioner Ditchfield to approve Seldon Fox, CPA to complete the Berkeley Park District's Financial statement engagement for the amount of \$4300.00.
Commissioner voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem. Motion carried.
- C.) A motion was made by Commissioner Ditchfield and seconded by Commissioner Lowe to approve the Oasis Irrigation Co. contract for 2022, which will cover the Spring Tune up, Turnoff, Mid-Season Check, Fall Shutdown and RPZ test in the amount of \$765.00.
Commissioner voting "aye" were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem.
Motion carried.
- D.) A motion was made by Commissioner Traina and seconded by Commissioner Ditchfield to approve the resolution to apply matching funds for the Rebuild Downtowns and Mainstreets Capital Grant in the amount of 20% of 1.6 million and \$400,000.00 from the Berkeley Park District.

Commissioner voting “aye” were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem. Motion carried.

- E.) Discontinue the printed brochure for Berkeley Park District: the current brochure is put out to residents 3 times a year. A flyer stating that the Berkeley Park District programs will be electronically viewed. Residents who need a paper brochure will need to complete a request for one to be sent to them. The flyer will be placed in with the Berkeley Connects which will be sent out March 1. Pete will email the flyer to each commissioner to view.
- F.) Key for speakers in Berkeley Park: it was discussed that it was a good idea to have a key accessible to have the capability to use the speaker system in the park. The key will be held at the police department for any group to utilize.

Public Comment: None

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

Adjournment:

A motion was made by Commissioner Ditchfield seconded by Commissioner Lowe to adjourn the meeting at 8:43 p.m.

Commissioner voting “aye” were: J. Traina, D. Ditchfield, P. Smith, K. Lowe, and T. Larem. Motion carried.

Ann Hord
Secretary