

**Foss Park District
Committee Meeting Minutes
September 20, 2023**

CALL TO ORDER Commissioner Wyatt called the meeting to order at 6:01pm.

ROLL CALL

Board members present: Commissioner Johnny Johnson, Commissioner Kingston Neal, and Commissioner Vance Wyatt.

Board members absent: Commissioner Donna King

Carmeica Hawthorn stood from audience and stated she is present.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. Yamaha golf cart: update and discussion (Mr. Monroe). Mr. Monroe discussed new lease agreement and that carts are still supposed to arrive the last week of September or first week of October.
2. NAACP event October 21 – email August 30: attendance (Ms. Cowart). Ms. Cowart asked for Commissioners to respond if they plan on attending.
3. Special Recreation Services of Northern Lake County – email September 15 (Commissioner Wyatt). Commissioner Wyatt summarized meeting held with Waukegan Park District to rejoin Special Recreation Services.
4. All monetary donations approved by Board of Commissioners with donations for each year to be limited to certain amount to be determined (Commissioner Johnson). Commissioner Johnson stated that there are too many donations being given out. Commissioner Neal stated the District should be cautious on donations. Commissioner Wyatt suggested a point system for people to apply for the donation.
5. Vacant Commissioner seat (Commissioner Johnson). Commissioner Johnson state there was no conclusion on the vacancy and Commissioner Neal stated the resignation was voluntary.
6. Fiscal year 2022/23 annual audit presentation – Sikich. Ms. Martha Trotter presented the annual audit conducted. Commissioner Wyatt questioned the Golf Course finances and asked what was done at other courses. Ms. Trotter suggested looking at hours of operation, rate increases and overall cutting operating costs.
7. Alderman Evans room request October 29, 2023 (Commissioner Wyatt). Alderman Evans requested the Blue Room the last Sunday in October. Ms. Johnson explained she spoke to Alderman Evans about his request and the room is already booked for that day and he completed paperwork to use the room on the Saturday before.

COMMITTEE/STAFF REPORTS

PARKS REPORT FIRST

1. *Business Office*

- a. Director report: Ms. Cowart report: submitted written report with updates through emails.
- b. Business Manager report: Mr. Skof report: summary of submitted written report. Mr. Skof employee health insurance benefits are on agenda and provided information from Speer Financial.

2. *Parks*

- a. Superintendent of Grounds: Mr. Winter report: Mr. Winter reported the parks are winding down and the Golf Course is in good condition still.

2. *Golf*

a. Manager/Golf Pro report: Mr. Monroe report: Mr. Monroe stated there are various reasons for the Golf Course losing money that include special requests from Commissioners and having to hold events that lose money every week like the Friday night DJ. Commissioner Wyatt stated there are changes to be made moving forward.

3. *Recreation*

a. Superintendent of Recreation report: summary of submitted written report. Commissioner Wyatt asked for the Madden flyer and he has not seen anything on Facebook lately. Ms. Johnson stated she would follow up.

CITIZEN COMMENTS

Brian Oglesby: Mr. Oglesby stated that costs should be cut to keep finances in order.

Carl Evans: Alderman Evans stated the book up front had him scheduled for the last Sunday in October.

Ranta Owens: Ms. Owens would like to hold a pop up shop in October in Robert Smith Room.

Executive Session

5 ILCS 120/2(c)(29) meetings between internal or external auditors and government audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America

Commissioner Hawthorn motions to move to Executive Session. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES at 7:29 pm

Commissioner Johnson motions to move to Open Session. Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES at 7:50 pm

ADJOURNMENT

Commissioner Wyatt stands the meeting adjourned with no objections at 7:51 pm.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
September 20, 2023**

CALL TO ORDER: Commissioner Wyatt called the meeting to order at 7:56 pm.

ROLL CALL:

Board members present: Commissioner Johnny Johnson, Commissioner Kingston Neal and Commissioner Vance Wyatt.

Board members absent: Commissioner Donna King.

Carmeica Hawthorn stood from audience and stated she is present. Commissioner Wyatt stated under advice of counsel, the Board does not recognize Ms. Hawthorn.

PLEDGE OF ALLEGIANCE waived as recited in the Committee Meeting.

1. MINUTES: Commissioner Neal motions to approve Committee Meeting, Executive Session and Regular Meeting (08/23/2023) and Special Meeting (09/05/2023). Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

2. BILLS: Commissioner Johnson motions to approve monthly bills: invoices paid (08/11/2023-09/15/2023): \$118,157.70, invoices due \$89,546.53, invoices to be paid by credit card at approximate \$7,828.88.00 and first of the month bills (October) – approximate: \$16,500.00 as presented. Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

3. PAYROLL: Commissioner Johnson motions to approve monthly payroll of \$119,455.59 as presented. Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner Johnson motions to approve \$48.00 (Business Office) as presented. Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

5. FINANCE REPORTS: Commissioner Neal motions to approve finance reports and Commissioner Reports as present.
Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER WYATT: as presented in the Committee Meeting.

GOLF: COMMISSIONER JOHNSON: as presented in the Committee Meeting.

PARKS: as presented in Committee Meeting.

RECREATION: COMMISSIONER KING: as presented in the Committee Meeting.

7. UNFINISHED BUSINESS:

1. Approval: Golf cart proposal as discussed in Committee Meeting (Regular Meeting August 16, 2023)
Commissioner Johnson motions to approve Golf cart proposal as discussed in Committee Meeting.
Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

2. Approval: All monetary donations approved by Board of Commissioners with total donations for each year to be limited to amount discussed in Committee Meeting (Regular Meeting August 16, 2023)
Commissioner Johnson motions to approve all monetary donations approved by Board of Commissioners with total donations for each year to be limited to amount discussed in Committee Meeting (Regular Meeting August 16, 2023). Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

8. NEW BUSINESS:

1. Approval: responses to short term golf cart situation per September 14 email
Commissioner Johnson motions to approve responses to short term golf cart situation per September 14 email. Second by Commissioner Neal.

Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: Commissioner King.

MOTION CARRIES

Commissioner Neal motions to amend the agenda and move vacant Commissioner seat to item #3.
Second by Commissioner Johnson.

Aye: Commissioner Johnson and Commissioner Neal.

Nay: Commissioner Wyatt.

Abstain: None.

Absent: Commissioner King.

MOTION FAILS

2. Approval: Commissioner attendance at NAACP event on October 21 in Wheeling, IL at a cost of \$150.00 per ticket
Commissioner Johnson motions to approve Commissioner attendance at NAACP event on October 21 in Wheeling, IL at a cost of \$150.00 per ticket. Second by Commissioner Neal.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
3. Approval: 2024 IAPD/IPRA Soaring to New Heights Conference January 24-28, 2024 in Chicago, IL for Commissioners at an approximate cost of \$3,000.00 per attendee
Commissioner Neal motions to approve 2024 IAPD/IPRA Soaring to New Heights Conference January 24-28, 2024 in Chicago, IL for Commissioners at an approximate cost of \$3,000.00 per attendee and 2024 IAPD/IPRA Soaring to New Heights Conference January 24-28, 2024 in Chicago, IL for staff.
Second by Commissioner Johnson.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
4. Approval: 2024 IAPD/IPRA Soaring to New Heights Conference January 24-28, 2024 in Chicago, IL for staff – see item #3.
5. Approval: 2024 PGA Show January 22-27, 2024 in Orlando, FL for Commissioners at an approximate cost of \$3,000.00 per attendee
Commissioner Neal motions to approve 2024 PGA Show January 22-27, 2024 in Orlando, FL for Commissioners at an approximate cost of \$3,000.00 per attendee and 2024 PGA Show January 22-27, 2024 in Orlando, FL for staff. Second by Commissioner Johnson.
Commissioner Johnson motions to amend 2024 PGA Show January 22-27, 2024 in Orlando, FL for only staff attendance. Second by Commissioner Neal.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
6. Approval: 2024 PGA Show January 22-27, 2024 in Orlando, FL for staff – see item #5.

7. Approval: proceed to apply for participation in Special Recreation Services of Northern Lake County
Commissioner Neal motions to approve to proceed to apply for participation in Special Recreation Services of Northern Lake County. Second by Commissioner Johnson.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
8. Approval: employee health insurance Blue Cross Blue Shield proposal as presented
Commissioner Neal motions to approve employee health insurance Blue Cross Blue Shield proposal as presented. Second by Commissioner Johnson.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
9. Approval: fiscal year 2022/23 audit as presented by Sikich
Commissioner Johnson motions to approve fiscal year 2022/23 audit as presented by Sikich. Second by Commissioner Neal.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES
10. Approval: Alderman Evans room request October 29, 2023
Commissioner Johnson motions to table Alderman Evans room request October 29, 2023. Second by Commissioner Neal.
Aye: Commissioner Johnson, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King. MOTION CARRIES

11. Declare: vacant Commissioner seat – see above

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner Wyatt stands the meeting adjourned with no objections at 8:08 pm.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary