

Vernon Hills Park District
Board of Park Commissioners
Annual Board Meeting
635 N. Aspen Drive, Vernon Hills, IL 60061
May 26, 2022

Minutes

1. Call to Order and Roll Call – President Doerhoefer called the meeting to order at 6:01 pm.

President Doerhoefer announced that Commissioner Cindy Kessler has made a request to attend this Annual Meeting by electronic means. Commissioner Kessler is prevented from physically attending this Annual Meeting because of employment purposes. Commissioners present are required to vote on this request. President Doerhoefer asked for voice vote by each Commissioner present.

Ayes- Commissioner Robbins, Sente, Giraldo, Doerhoefer.

Nays- None.

Commissioner Kessler's requested is granted.

Present: Commissioners Sente, Robbins, Giraldo, Doerhoefer

Present via Electronic Means: Commissioner Kessler.

Absent: None.

Staff: Jeff Fougerousse, Jessica Mitchell, Tom Ritter, James Kim, Cheryl Buhmann, Lacy Velasquez, Amy Darling.

Guest present: Holly Weber

2. President Doerhoefer led the Pledge of Allegiance.
3. Omnibus Vote Agenda – Items under the Omnibus Vote Agenda are considered routine and/or non-controversial and will be approved by one motion. If a separate vote on any one item is desired, it will be pulled from the Omnibus Vote Agenda and voted on separately.
 - A. Minutes of the Regular Board Meeting April 28, 2022
 - B. Minutes of the Special Board Meeting May 12, 2022
 - C. Payables & Payroll through May 26, 2022 in the amount of \$573,330.16.

President Doerhoefer asked for a motion to approve Omnibus Agenda.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.



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Ayes: Commissioner Sente, Kessler, Giraldo, Robbins, Doerhoefer.
Nays: None. Motion Carries.

4. Welcome to Visitors and Guests - Public Comment Period
 - A. President Doerhoefer presented Holly Weber an appreciation plaque on behalf of the district. Holly is retiring after 30 years of service to Vernon Hills Park District. The Park Board and staff wish her well and thank her for her commitment to the preschool, dance and camp programs.
5. Financial Reports for the Period Ending April 30, 2022

President Doerhoefer asked Superintendent Mitchell if there are any changes to the reports as filed. No changes were reported.

6. Reports and Communication
 - A. Finance and HR Superintendent – Jessica Mitchell- report on file.
 - B. Recreation Superintendent- Tom Ritter-report on file.
 - C. Marketing & Communications Manager- Cheryl Buhmann-report on file.
 - D. Facility Manager- Lacy Velasquez- report on file.
 - E. Parks Superintendent- James Kim –report on file.
 - F. Executive Director- Jeff Fougerousse- report on file.
 - G. Commissioner/Committee Reports and Communications - None
 - H. Board Correspondence - None

7. New Business

- A. Approval of Administrative Policy: 1.00 –Board of Park Commissioners

President Doerhoefer asked for a motion to approve Section 1.00 of the District Administrative Policy as written, including the proposed revisions to the Recreation Advisory Committee.

Motion by Commissioner Robbins.
Second by Commissioner Sente.

Discussion: Commissioner Sente proposed that two sections of the policy be revised. Sections 1.03, General Conduct of the Board and 1.16, Goals and Objectives. She further provided language to consider for both sections. She also suggested that the Recreation Advisory Committee broaden its scope when receiving suggestions from the community; not limiting the conversations to programs and events only. After board discussion regarding the general duties and makeup of the committee,





Executive Director Fougousse suggested changing the name to Park District Advisory Committee to more broadly define any future topics of conversation by members.

Executive Director Fougousse recommended that the proposed changes to the policy be made and a new document be provided to the board for adoption at the June 23, 2022 Regular Park Board Meeting.

President Doerhoefer tabled the motion and deferred this item to June 23, 2022.

B. Grosse Pointe Park Bid Recommendation

President Doerhoefer asked for a motion to award the contract for the Grosse Pointe Park project to Evans and Son Blacktop, Inc. in the amount of \$182,057.81.

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Kessler, Robbins, Sente, Giraldo, Doerhoefer.

Nays: None. Motion Carries.

C. Ordinance 03-22: An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2021 and Ending May 31, 2022.

President Doerhoefer asked for a motion to adopt Ordinance 03-22.

Commissioner Robbins noted that the Ordinance is for FY 23. President Doerhoefer rescinded the original motion and asked for a motion to adopt Ordinance 03-22; An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2022 and Ending May 31, 2023.

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Giraldo, Sente, Robbins, Kessler, Doerhoefer.

Nays: None. Motion Carries.

At this time, President Doerhoefer requested a change in agenda order and moved to item F.

F. 2022-2023 Board Officer Appointments: Secretary, Treasurer, Attorney

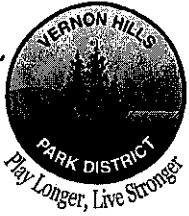


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President Doerhoefer asked for a motion to appoint Executive Director Fougrousse as the Board Secretary, Superintendent Jessica Mitchell as the Board Treasurer and Tressler, LLP as the Board Attorney.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.

Ayes: Commissioner Robbins, Giraldo, Kessler, Sente, Doerhoefer.

Nays: None. Motion Carries.

At this time, President Doerhoefer continued to agenda item G.

G. 2022-2023 Board Officer Election: President and Vice President

Secretary Fougrousse asked for nominations for the election of the Park Board President.

Commissioner Sente nominated Commissioner Doerhoefer for the office of President.

Secretary Fougrousse asked ask if there are any other nominations to be heard.

Hearing none, Secretary Fougrousse asked for a roll call by voice vote.

Ayes: Sente, Kessler, Giraldo, Robbins, Doerhoefer.

Nays: None

Commissioner Doerhoefer is hereby elected Park Board President.

Secretary Fougrousse asked for nominations for the election of the Park Board Vice President.

Commissioner Robbins nominated Commissioner Sente for the office of Vice President.

Secretary Fougrousse asked ask if there are any other nominations to be heard.

Hearing none, Secretary Fougrousse asked for a roll call by voice vote.

Ayes: Kessler, Robbins, Sente, Giraldo, Doerhoefer.

Nays: None

Commissioner Sente is hereby elected Park Board Vice President.

At this time, President Doerhoefer returned to addenda item D.

D. 2022-2023 Committee Liaison Board Member Assignments

President Doerhoefer asked Commissioner Giraldo if she would serve as the Hawthorn School District 73 Liaison. Commissioner Giraldo accepted.

President Doerhoefer announced that Commissioner Sente and himself would serve as the Park District/Village of Vernon Hills Board Liaisons.

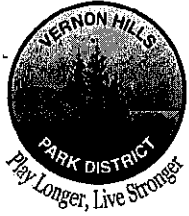


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E. 2022-2023 Board Committee Assignments

President Doerhoefer appointed Commissioner Giraldo to the Park District Advisory Committee.
President Doerhoefer appointed Commissioner Robbins to the Audit Committee.
President Doerhoefer appointed Commissioner Sente to the Board Development Committee.

8. Commissioner Comments

- A. Commissioner Sente – none
- B. Commissioner Robbins - none
- C. Commissioner Giraldo - none
- D. Commissioner Kessler - none
- E. Commissioner Doerhoefer -none

9. President Doerhoefer asked for a motion to enter Closed Session under Section 2(c)(1) of the Illinois Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

Motion by Commissioner Giraldo.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Giraldo, Sente, Robbins, Kessler, Doerhoefer.

Nays: None. Motion Carries.

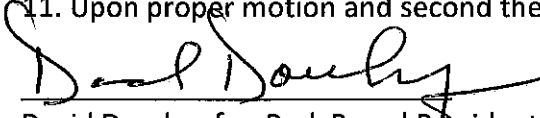
10. Action, if any, on Closed Session discussion items

The Commissioners returned to Open Session at 7:21 p.m.

President Doerhoefer stated that the Board met in Closed Session under Section 2(c)(1) of the Illinois Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

No action was taken.

11. Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:22 p.m.


David Doerhoefer, Park Board President


Jeff Fougere, Park Board Secretary

