



Buffalo Grove Park District Board of Commissioners  
ANNUAL MEETING MINUTES  
May 28, 2024  
Alcott Center – Room 24

Commissioners Present: Steve Cummins, Scott Jacobson, Kim Page, Larry Reiner, and Hetal Wallace.

Staff Present: Executive Director Erika Strojinc, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Parks Dani Hoefle, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland

Attorney David Bloomberg was in attendance.

CALL TO ORDER

Roll Call

President Jacobson called the meeting to order at 6:11 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner, and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Page moved to approve the Annual Meeting Agenda as amended to postpone discussion and approval of the Business Manual until Director Short is back from vacation, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

Blake Lewis, our summer intern, introduced himself. He said he grew up in Buffalo Grove, graduated from Stevenson High School, currently attends the University of Iowa, and said he is happy to be here.

APPROVAL OF MINUTES

Approval of April 8, 2024 Park Tour Minutes

Commissioner Wallace moved to approve the April 8, 2024 Park Tour Minutes, seconded by Commissioner Page and the motion passed with a voice vote.

Approval of April 8, 2024 Workshop Minutes

Commissioner Wallace moved to approve the April 8, 2024 Workshop Minutes, seconded by Commissioner Page and the motion passed with a voice vote.

**Approval of April 24, 2024 Public Hearing Minutes**

Commissioner Wallace moved to approve the April 24, 2024 Public Hearing Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

**Approval of April 24, 2024 Workshop Minutes**

Commissioner Wallace moved to approve the April 24, 2024 Workshop Minutes, seconded by Vice President Cummins and the motion passed with a voice vote.

**Approval of April 24, 2024 Regular Board Meeting Minutes**

Commissioner Page moved to approve the April 24, 2024 Regular Board Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a roll call vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor discussed.

CORRESPONDENCE

Executive Director Strojinc said included in the packet was a Daily Herald article regarding State Representative Mark Walker being named to fill the Senate seat vacated by Ann Gillespie. She also said there was a thank you note from Superintendent of Parks Dani Hoefle for the 10-year anniversary gift she chose through the staff recognition/appreciation program.

ATTORNEY'S REPORT

Attorney David Bloomberg said he will discuss what the law firm has been doing in Executive Session tonight.

COMMITTEE ACTION ITEMS

Finance

**Approval of May Warrant 2024**

Commissioner Wallace moved to approve the May Warrant 2024 in the amount of \$2,578,119.62 seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

**Approval of the April 2024 Financial Statement and the April 2024 Year to Date Statement**

Commissioner Wallace moved to approve the 2024 April Financial Statement and the 2024 April Year to Date Statement, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

**Approval of the Board Travel and Conference Expense**

Commissioner Wallace moved to approve the Board Travel and Conference Expense in the amount of \$593.00, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

Policy and Legislation

**Approval of D102 Intergovernmental Agreements on Land Transfer and Facilities Shared Use**

Commissioner Reiner moved to approve the D102 Intergovernmental Agreements on Land Transfer and Facilities Shared Use, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

**Approval of Village of Buffalo Grove Police Department Flock Camera Installation Request**

Commissioner Reiner moved to approve the Village of Buffalo Grove Police Department’s Flock Camera installation request on Park District property in Cambridge and Mill Creek Parks, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

**Approval of Safety Manual Updates**

Commissioner Reiner moved to approve the Safety Manual Updates as presented, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

**Approval of Business Manual Updates**

Commissioner Reiner moved to postpone approval of the Business Manual and hold further discussion at the June 10 Board meeting, seconded by Vice President Cummins and the motion passed with a voice vote.

Parks

**Approval of the Renaming of Prairie Grove Park to Didier Park**

Commissioner Reiner moved to approve the renaming of Prairie Grove Park to Didier Park, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, and Wallace  
NAYS: 0  
ABSENT: 0

Employee Recognition

**Employee Recognition Resolution 24-5-1 Commending Matt Raupp on 25 Years of Service**

Vice President Cummins moved to approve Employee Recognition Resolution 24-5-1 Commending Matt Raupp on 25 years of service to the Buffalo Grove Park District, seconded by Commissioner and the motion passed with a voice vote.

**Employee Recognition Resolution 24-5-2 Commending Dani Hoefle on 10 Years of Service**

Vice President Cummins moved to approve Employee Recognition Resolution 24-5-2 Commending Dani Hoefle on 10 years of service to the Buffalo Grove Park District, seconded by Commissioner Reiner and the motion passed with a voice vote.

Consent Agenda

Vice President Cummins moved to approve the Consent Agenda as proposed, seconded by Commissioner Page and the motion passed with a voice vote.

- 2023-2024 Quarter D Administrative Work Plan Report
- 2023-2024 Quarter D Department Goals and Objectives

#### EXECUTIVE DIRECTOR'S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Strojinc said we have received a first disbursement of the 3 million dollar grant from the state of Illinois. She said there is a need to purchase stone at Rylko Park for under the asphalt pathways. She said the Village engineering department pulled back on a project which included connecting a portion of our pathway from the Fitness Center to the drive. We will not be moving forward with that connection at this time. She said we need to purchase sod to place around the pathways to make certain they will be in shape for BG Days. She said Museum Curator Debbie Fandrei was approved for an extension to the Museum grant and we will use the money for a shade structure in Rylko Park at the Nature Classroom. She said there is a free, temporary workstation in the lobby of Alcott for patrons to use. She explained that EAT is doing a spinoff of two new groups that are not part of the Park District. She said she will let EAT know that the two new spinoffs will have to pay to rent District rooms and will not receive sponsorship money. The two groups unaffiliated with the Park District will be treated as any other group asking for a rental.

President Jacobson asked about a private organization running a baseball camp at Emmerich Park. He saw it on Facebook and staff said they know nothing about it and will follow through with the organization. Staff said they would look into it.

Director Zimmermann said Earth Day and Parks and Public Services Day were great events. He said the cast is in place for the summer musical *Something Rotten!* He said the Car Show will not be a part of BG Days this year due to the new turf at Rylko Park.

Superintendent of Parks Dani Hoefle said the cicadas are here and the summer seasonal part-time staff has started work. She thanked Athletic Fields Technicians Mark Bajno and Joe Jagiello, and Parks Specialist Connor McWard for working the BGRA Memorial Day Tournament last weekend.

Director Howe said the parks department has been dealing with some vandalism in our parks which often happens at this time of year.

#### ELECTION OF OFFICERS FOR FISCAL YEAR 2024/2025

President Jacobson said he has served for 23 years and he is really excited about the board that is in place now. He said the board and staff have been through a lot the past three years. He said he is pleased that the colleagues around him are from different generations, and have different perspectives as we move the District into the future.

#### President

President Jacobson nominated Vice President Cummins to be Board President for fiscal year 2024/25, seconded by Commissioner Reiner and the motion passed with a voice vote.

#### Vice President

President Jacobson nominated Commissioner Wallace to be Board Vice President for fiscal year 2024/25, seconded by Commissioner Page and the motion passed with a voice vote.

Newly elected President Cummins took over running the remainder of the annual board meeting. President Cummins said he appreciates the opportunity to serve the community in another role:

#### ANNUAL APPOINTMENTS FOR FISCAL YEAR 2024/25

##### Treasurer

President Cummins appointed Commissioner Page as Treasurer for fiscal year 2024/25

##### Legal Counsel

President Cummins appointed the law firm of Chuhak and Tecson with lead counsel of Steven Bloomberg and David Bloomberg for fiscal year 2024/25.

Commissioner Reiner moved to approve the appointments made by President Cummins for Treasurer and Legal Counsel of the Park District for fiscal year 2024/25, seconded by Commissioner Jacobson and the motion was approved with a voice vote.

#### PRESIDENT'S PARK BOARD LIAISON APPOINTMENTS FOR FISCAL YEAR 2024/25

President Cummins appointed the following Park Board Liaison Appointments for fiscal year 2024/25:

- Finance – Commissioners Page and Cummins
- Personnel – Commissioner Cummins
- Policy and Legislation – Commissioners Reiner and Page
- Recreation – Commissioner Wallace
- Public Relations – Commissioner Jacobson
- Park Development – Commissioner Reiner
- Ethics Advisor – Commissioner Reiner
- IAPD Key Contact – Commissioner Wallace
- Village Board and Planning & Zoning Commission – Commissioner Jacobson
- Friends of the Parks Foundation – Commissioner Page
- Environmental Action Team (EAT) – Commissioners Cummins and Wallace
- BG Days – Commissioner Wallace

President Reiner moved to approve President Jacobson's Park Board Liaison Appointments for fiscal year 2024/25, seconded by Commissioner Jacobson and the motion passed with a voice vote.

#### STAFF APPOINTMENTS FOR FISCAL YEAR 2024/25

President Cummins made the following staff appointments for fiscal year 2024/25:

- Executive Director – Erika Strojinc
- Park Board Secretary – Erika Strojinc
- NWSRA Board Representative and Alternate – Erika Strojinc/Joe Zimmermann
- PDRMA Representative and Alternate – Scott Spitz/Jenn Foreman
- ADA Compliance Officer – Mike Terson/Laurie Hoffman
- FOIA Officers – Erika Strojinc, John Short, Joe Zimmermann, Mike Terson, Beth Wanland
- OMA Officers – Erika Strojinc, John Short, Joe Zimmermann, Tim Howe, Mike Terson, Beth Wanland
- Assistant Treasurer - John Short

- Finance Compliance Officer – John Short
- Chief Financial Officer – John Short
- Friends of the Parks Foundation Board Member – Joe Zimmermann

Commissioner Jacobson moved to approve President Cummins' Staff Appointments for fiscal year 2024/25, seconded by Commissioner Wallace and the motion passed with a voice vote.

#### OLD BUSINESS

There was no Old Business discussed.

#### NEW BUSINESS

There was no New Business discussed.

#### EXECUTIVE SESSION

President Cummins moved to enter into Executive Session for the purpose of Litigation and Personnel at 6:47 pm, seconded by Commissioner Page and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Page, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

The board took a recess at this point in the meeting to celebrate President Cummins birthday on June 4.

#### RECONVENED ANNUAL BOARD MEETING

Commissioner Jacobson moved to reconvene the Annual Board Meeting at 8:58 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

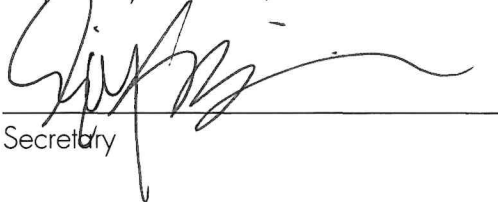
#### POSSIBLE ACTION TO BE TAKEN FROM CLOSED MEETING SESSION

President Cummins said that the Board took no final action in Executive Session.

#### ADJOURNMENT

President Cummins moved to adjourn the Annual Board Meeting at 8:59 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectfully submitted,



Secretary