

Berwyn Park District
Monthly Committee Meeting
Freedom Park Administration Building
3701 S. Scoville Ave. Berwyn, IL
February 6, 2023, at 4:30 p.m.

Agenda

- I. Call to Order – Roll Call of Commissioners (action)
- II. Adoption of Agenda (action)
- III. Public Comments
- IV. Correspondence
- V. West Suburban Special Recreation Association Presentation
- VI. Financial Report
 - a. Account Payables
 - b. Budget Update
- VII. Policy and Personnel
- VIII. Recreation
- IX. Parks and Facilities
- X. Technology
- XI. Other Business
- XII. Master Plan
- XIII. Government Efficiency Committee
- XIV. Commissioners Comments
- XV. Executive Session
 - a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
 - b. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
 - c. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
 - d. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
- XVI. Adjournment (action)

The next regular scheduled meeting of the Board of Commissioners is February 20, 2024, at 6:00pm at Proksa Park Activity Center.

The next Committee meeting of the Board of Commissioners is March 6, 2024, at 4:30pm at Freedom Park Administration Building.

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Director Fallon at 708-788-1701, at least 48 hours prior to the meeting.



BOARD OF COMMISSIONERS

Brian Brock, President
Zachary Taylor, Treasurer
Gretchen Kostelny, Commissioner

Ana Espinoza, Vice President
Mario Manfredini, Secretary

DATE: 02/06/2024
TO: The Board of Commissioners
FROM: Cathy Fallon and Cindy Hayes
RE: Policy and Personnel

- Paid Leave for All: Some communities and agencies are opting out of the policy. I have asked Attorney Roth to look into the opportunity for us to proceed in the same manner.

DATE: 02/06/2024
TO: The Board of Commissioners
FROM: Nicole Collier
RE: Recreation

Athletics:

- Futsal started last week – we have 105 kids signed up. Registrations are still coming in.
 - We had a success coaches meeting prior to the start of the season– first time we’ve done this.
 - New uniforms were ordered from a local company (he is a resident and parent of one of the soccer kiddos). Team names are now Mexico, USA, Brazil, and Argentina and the uniforms represent those countries.

General Recreation:

- Miss Allison’s Music (new class) – has 5 kids signed up.
- Tumbling & Gymnastics – has 14 kids signed up.
- Little Ninjas – has 14 kids signed up.
- Books and Bites (new class) has 5 participants signed up.
- Amalfi Coast trip has 4 signed up.

Marketing: Brittany developed Q1/2024 Marketing Goals

- Increase revenue – sponsorships, vendors and registrations
- Increase brand awareness and establish industry authority
- Acquire new customers
- Increase website traffic
- Boost brand engagement
- Improve internal brand

DATE: 1/31/2024
TO: The Board of Commissioners
FROM: John Roberts
Superintendent of Parks and Facilities
RE: Committee Report
DEPARTMENT NAME: Buildings and Grounds

Parks:

- Winter pruning (weather permitting)
- Safety incentive program
- Snow removal

Facilities:

- No update

Repairs:

- Replaced a broken indoor light fixture (ballast) at Freedom Administration Building

DATE: 2/06/2024
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Technology

- In FY 24 we can anticipate spending between \$50,000 and \$75,000 on upgrades and investments in our IT infrastructure. This is in addition to the ordinary expenses of software, IT needs and routine expenses.

DATE: 2/06/2024
TO: The Board of Commissioners
FROM: Cathy Fallon, Executive Director
RE: Other Updates

- As an agency we are having struggles with our affiliate groups paying their required rental fees. To date, after attempts to collect, we are owed just under \$8,000. The user groups will be receiving a certified letter informing the Clubs as of February 15, 2024, they will be locked out and the Park District will begin taking rentals from other users.
- BDC Trailers: The Park District has been awarded 4 trailers from the BDC. The BDC was awarded a DCEO grant for the trailers. I have reached out to PDRMA to receive guidance on liability and damage waivers. We will be working on developing rental prices and procedures. The staff was not entirely prepared for a project of this scope at this time.