

Committee Meeting Minutes
Berwyn Park District
November 4th, 2025, at 4:30pm
Freedom Administration Building

The committee meeting of the Berwyn Park District Board of Commissioners was called to order at 4:38pm by President Gretchen Kostelny.

Commissioners in attendance: Claire Clark, Ana Espinoza, Janel King (arrived at 4:55pm), Gretchen Kostelny, and Zachary Taylor

Absent: none

Staff in attendance: Cathy Fallon (Executive Director), Cindy Hayes (Superintendent of Finance and HR), John Roberts (Superintendent of Parks and Facilities), Javier Garcia (Foreman) and Mary Swade (Superintendent of Recreation).

Agenda: A motion made by Espinoza, seconded by Clark to approve the agenda as presented. Motion carried.

Public Comments: none.

Correspondence: none.

Financial Report: a motion was made by Kostelny, seconded by Taylor to approve the first half of November 2025 payables in the amount of \$239,653.90. Roll call: Clark- aye, Espinoza- aye, King-absent, Kostelny- aye, and Taylor- aye. Motion carried.

The 2026 draft budget was included in the packet. There were no additional questions. The 2026 draft Levy Ordinance O-25-2 was included in the packet. The draft 2026 budget and the draft levy are slated for approval at the November board meeting.

Policy and Personnel: An updated draft of the Information Security Incident Response Plan was included in the packet. A summary of the updates was provided.

Recreation: Information on programs and registrations was included in the packet. The new program guide is set to be ready this Friday. The commissioners would like the revenues and expenses for Brewfest.

Parks and Facilities: report in packet. The staff will put up Christmas decorations in Mraz Park this week. The Santa boxes will go up in the various parks next week. Commissioner Espinoza asked if signage would be put up regarding the upcoming projects. Director Fallon is waiting until the dates/timeline are confirmed. Director Fallon will update the board after the meeting with Hitchcock.

Commissioner King arrived at 4:55pm.

Proksa Park Redevelopment: The contract between the district and Aquascape is still being negotiated between the attorneys. Director Fallon is in communication with Hitchcock to get updates on the designs of Proksa Park.

Other Business: Director Fallon discussed the issues of the wording of the titles of Freedom Park with Mary Havis (Superintendent of Berwyn School District 100). Fallon sent over the deeds for the school district's attorney to view.

Commissioners' Comments: Commissioner Taylor would like to see a schedule posted for when bathrooms are closed. He would also like to see a schedule of the lights for the tennis courts, soccer field and the baseball field. Commissioner Espinoza liked the district having a picnic rental attendant on weekends this past summer. Commissioner Taylor asked if Director Fallon would reach out to both the North Berwyn Park District and the City Recreation Department to see if they are interested in scheduling soccer games against each other next year. He

would also like to see more focus on soccer fundamentals. Commissioner Taylor would like to revisit discussions on district properties that are leased from the city. President Kostelny – the board retreat is November 16th. She will send out an email with details. Commissioner Kostelny and Commissioner Espinoza will attend the next meeting via phone.

Adjournment: A motion was made by Clark, seconded by Taylor to adjourn at 5:41pm. Motion unanimously carried.

Attested to by:



President: Gretchen Kostelny



Recording Secretary: Cynthia Hayes