

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 01/18/2022

MINUTES:

Commissioners present: Phil Weiss, Stirling Edwards, Russ Hamm, & Emily Gamage

Attorney: Emily Sutton (via phone)

Staff Present: Rachel Lenz

Media and others: 2

1. 6:00 p.m. – President Weiss declared the meeting open.
2. **Approval of Agenda** – Commissioner Hamm recommended to amend the agenda by removing item #8 and correcting item #10 to Ordinance 342. Commissioner Hamm moved for approval of the agenda as amended. Commissioner Edwards seconded the motion. The motion passed (4 ayes – 0 nays).
3. **Consideration of and action on the minutes and, bills and transfers, and monthly financial statements** – Commissioner Hamm moved to approve the regularly scheduled December meeting minutes. Commissioner Edwards second the motion. The motion passed (4 ayes – 0 nays).

Treasurer Hamm gave an overview of the year end balances for the consolidated fund and each of the general fund accounts. Hamm informed the board the District received a PPRT distribution in the way of \$26,013 on January 11. Commissioner Selders second the motion. The November financial statements and December bills were approved on roll call vote (4 ayes – 0 nays).

4. **Public Comment** – None
5. **President's report** – President Weiss was happy to announce that COVID numbers are beginning to decrease in Illinois. Weiss still encouraged Commissioners if they are not feeling well to please contact Secretary Lenz. The board will go to remote meeting should circumstances require it. Weiss also gave a brief update on the Strategic Planning process and looking forward to Campfire Concepts coming to Macomb at the end of February.
6. **Director's report** – Director Lenz shared that it has been a policy heavy month. The Park District team has been working diligently to pull the requested documents together for Campfire Concepts by the end of January. Lenz has a brief introductory meeting with Jared and his team at conference on January 27th and is excited to have them come to Macomb in February. Frankhauser and Lenz have had two meetings with the auditing firm, Sikich so far and preliminary work is set to begin January 24th. Lenz distributed a presentation from MCSRA Program Supervisor, Julie Eggleston, with the results of a program satisfaction survey completed in collaboration with a class from Western IL University's RPTA Department.

Lenz updated the board on progress at Patton Park with the precast restroom having been installed. Lenz closed with a brief announcement about the District in full planning for the 75th year anniversary.

7. **Consideration and action on election of OMA and FOIA officers** - President Weiss reminded the board that historically the OMA officer has been filled by the Director and the FOIA officer has been filled by the Business Manager. Commissioner Hamm moved to elect Director Lenz as the OMA Officer and Business Manager Frankhauser as the FOIA Officer. Commissioner Gamage second the motion. The motion passed on a roll call vote (4 ayes, 0 nays)

~~8. Consideration and possible action on COVID-19 Vaccination, Testing and Face Covering Policy~~

9. **Consideration and possible action on Whistleblower Protection Policy** – President Weiss informed the board that there is a new state labor law that requires the District to have a whistleblower protection policy to protect individuals who report illegal or improper activities. Commissioner Edward moved to approve the Whistleblower Protection Policy. Commissioner Gamage second the motion. The motion passed on a roll call vote (4 ayes, 0 nays)

10. **Consideration and possible action on Ordinance 341 342 – Financial Controls** – President Weiss reminded the board that one of the items outline in the Management Letter from Sikich was a written financial policy that outlined the District’s financial control policies. Director Lenz pointed out that a lot of the policies were practices the District was already following, they just had not been placed in a formal document. Commissioner Hamm moved to approve Ordinance 342. Commissioner Gamage second the motion. The motion passed on a roll call vote (4 ayes, 0 nays).

11. **Open Commissioner Presentation and discussion of future agenda items** – Commissioner Hamm requested a report by conference attendees be placed on the February agenda.

6:23 PM Meeting adjourned on motion from Gamage, second by Edwards. The motion passed (4 ayes, 0 nays).

Respectfully submitted

Rachel Lenz, Secretary
Macomb Park District