

**MINUTES OF REGULAR MEETING
OAK LAWN PARK DISTRICT
BOARD OF COMMISSIONERS
HELD ON SEPTEMBER 12, 2022**

The Board of Commissioners of the Oak Lawn Park District was convened in a Regular Meeting on September 12, 2022 at 7:01 p.m. with President Coughlin presiding.

ROLL CALL:

Present: Boland, Buschbach, Donahue, Johnson and Coughlin
A quorum was present.

APPROVAL OF MINUTES:

Regular Meeting of August 8, 2022

Johnson moved, Boland seconded to approve.

Voting: Aye: All

Nay: None

CITIZENS TO BE HEARD/CORRESPONDENCE:

Volunteer of the Month – Laura Saracco

Laura Saracco is being honored as the Volunteer of the Month for August 2022. Laura is actually an employee of the Oak Lawn Park District, but also regularly helps as a volunteer. Laura went above and beyond to help with this year's Monarch Fest. Laura designed an outstanding all-ages hands on Pollinators Exhibit for this year's event. It included several detailed boards explaining the importance of Pollinators for adults and older children, multiple puzzle activities, pollinator board games, a very popular floor game, tablets with interactive apps for kids, several videos to watch, crafts and a quiet corner full of lacing cards, soft puzzles and books about pollinators for our youngest patrons. She presented the importance of the role pollinators play in every perceivable media, for all ages and abilities.

NEW BUSINESS: None

FINANCE REPORT:

Buschbach moved, Johnson seconded to approve the payables of \$653,985.10 for the period of August 1, 2022 to August 31, 2022.

Voting: Aye: All

Nay: None

UNFINISHED BUSINESS:

Outdoor Pathway Light Fixtures and Service Cabinet

Staff recommended that the base bid be awarded to Production Distribution for a not to exceed sum of \$65,395.98.

Boland moved, Johnson seconded to approve the bid to Production Distribution.

Voting: Aye: All

Nay: None

CONSENT AGENDA: None

Approval of the Audit

Board approval of the Audit is considered best practice amongst park districts.

Johnson moved, Buschbach seconded to approve the audit.

Voting: Aye: All

Nay: None

Surplus Property

Staff are seeking to dispose of floor coverings that were purchased for the Pavilion from Romeoville Park District in 2017. Staff have only used the coverings once or twice in the past

and they take up a lot space in storage.

Johnson moved, Donahue seconded to approve the surplus property.

Voting: Aye: All
Nay: None

LEGAL: None

APPROVAL OF BIDS OVER \$30,000:

Lewandowski Park Path and Lightning

Staff are recommending that the bid be awarded to Precision Excavating Inc. who submitted a base bid price of \$176,736.11.

Johnson moved, Boland seconded to approve the bid to Precision Excavating Inc.

Voting: Aye: All
Nay: None

MATTERS OF THE DIRECTOR:

Hartwig discussed the district's new special event, Summer's Last Blast. Hartwig stated that staff received a lot of great feedback from the event. Staff held a wrap up meeting and are exploring the option of moving the event to a different park next year.

Hartwig thanked the staff at Oak View for their efforts in this year's Monarch Fest. Hartwig said there were several vendors that ran out of supplies due to such high participation this year.

Hartwig shared with the Board that today staff gathered at Oak View to help cheer on and clap in the preschools as they entered the building for their first day of school today. Hartwig stated that a video of the kids arriving was posted to the district's Facebook page.

Hartwig stated that the IAPD Legislative Survey is due Friday and asked the Board members to share an input with him that they would like included on the survey.

Hartwig discussed the upcoming production of Music Man and stated that the district will be getting new seats for the theatre. The new seats should be installed before Music Man opens in November.

Hartwig stated he will be attending the NRPA Conference next week and will be in Phoenix if anyone needs to get in contact with him.

PRESIDENT'S REPORT:

Coughlin thanked the Maintenance Department for working so hard to keep the district's parks and facilities so clean all year round.

Coughlin stated that she was happy to see posters promoting the upcoming theatre production of Music Man at other park district facilities.

Coughlin complimented the Marketing Department for creating new uniformed logos for the district's facilities.

Coughlin thanked the Finance Department for all their efforts in completing the audit process.

MATTERS OF THE COMMISSIONERS:

Buschbach thanked the Finance Department for their hard work on the audit and for making it such a smooth process.

Buschbach complimented staff on the enrollment numbers for programs across the district and encouraged the staff to keep up the good work.

Donahue discussed the district's Facebook numbers and thanked the Marketing Department for growing the district's reach.

Donahue stated that he is looking forward to attending the NRPA Conference this month.

Johnson stated that he will be attending the Oak Lawn Parks Foundation Golf Outing on October 1st at Stony Creek.

Johnson stated that he attended the Monarch Fest at Oak View and overall he felt like the event went well.

Johnson made mention of the 9-11 memorial ceremony that took place yesterday and stated that he attended to represent the district.

Boland stated that she was happy to see the social media traction from the monarch butterfly mural that was painted on the storage unit at Oak View.

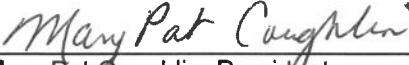
Boland thanked the Maintenance Department for always keeping the district's park so clean.

ADJOURNMENT:

Donahue moved, Boland seconded to adjourn at 7:28p.m.

Voting: Aye: All
Nay: None

Respectfully submitted,



Mary Pat Coughlin, President



Tracey Gallie, Recording Secretary