

**MINUTES OF REGULAR MEETING
OAK LAWN PARK DISTRICT
BOARD OF COMMISSIONERS
HELD ON NOVEMBER 14, 2022**

The Board of Commissioners of the Oak Lawn Park District was convened in a Regular Meeting on November 14, 2022 at 7:00 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 October 17, 2022

Johnson moved, Donahue seconded to approve.

Voting: Aye: All
Nay: None

CITIZENS TO BE HEARD/CORRESPONDENCE:

Volunteers of the Month – Stagg High School Key Club

The honoree for the month of October is the Stagg High School Key Club. This club has been vital to assisting with our annual Halloween event for years. The volunteers are always eager to help, learn and ensure that the participants of this event have a wonderful time. This year our staff especially recognized how above and beyond volunteers went to make this a great day for the community. Thank you so much to the Stagg Key Club! We look forward to continuing to build this relationship in the future.

Special Olympics Eagles Volleyball Teams

We are here to recognize a job well done. Each of the athletes on our Special Olympics Volleyball teams have worked hard and qualified to attend the Illinois Special Olympics State Games in Rockford, IL in late October. Over the period of two days, athletes and coaches pushed themselves to work as a team and achieve great things. We are so proud of everyone's accomplishments. Congratulations to both teams for getting the silver medal.

Eagles Red- Coach Ashley Singer

1. Jamie Coffelt
2. Johnny Damme
3. Anthony Forde
4. Jessica Haugh
5. Brianna Haugh
6. Jimmy O'Keefe
7. Lee Phillips
8. Taylor Roeda
9. Katie Wulff

Eagles Black- Coach Irene Yuska

1. Brandon Brown
2. Mia Digiacomio
3. Michael Fioravanti
4. Michael Hogan
5. Todd Mallo
6. Jenna Richards
7. Marina Uher
8. Marium Wahid
9. Mary Wolfe

NEW BUSINESS: None

FINANCE REPORT:

Buschbach moved, Johnson seconded to approve the payables of \$1,190,954.27 for the period of October 1, 2022 to October 31, 2022.

Voting: Aye: All
Nay: None

UNFINISHED BUSINESS: None

CONSENT AGENDA: None

Internal Control Manual

The Finance Department maintains a procedural manual identified as the Internal Control Manual

(ICM) which details specific processes that we follow to manage, control, and audit the financial activities of the Park District. This document is also utilized by our outside auditors during the annual audit to insure we are complying with our own procedures as well as using best practices in financial activities.

The ICM is a working document that the district makes changes to as our procedures change or new vital items are added to the District. Staff are asking the Board to approve the latest version of the ICM which has some enhanced procedures as well as a new item added.

Johnson motioned, Buschbach seconded to approve the Internal Control Manual.

Voting: Aye: All
Nay: None

2023 Board Meeting Dates

Boland motioned, Johnson seconded to approve the below 2023 Board Meeting Dates.

Voting: Aye: All
Nay: None

January 9	July 10
February 13	August 14
March 13	September 11
April 10	October 16
May 8	November 13
June 12	December 11

LEGAL:

An Ordinance providing for the issue of approximately \$2,225,005 General Obligation Limited Tax Park Bonds, Series 2022, of the Oak Lawn Park District, Cook County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said to the Republic Bank of Chicago.

Buschbach motioned to approve, Johnson seconded.

Voting: Aye: All
Nay: None

Under discussion, Aaron Gold of Speer Financial discussed the bond process and stated that the Republic Bank of Chicago's interest rate on the bond is 3.62%. Gold stated that it has been a pleasure to work with the district's Finance Department and encouraged the board to reach out if there are any questions regarding the bond.

APPROVAL OF BIDS OVER \$30,000: None

MATTERS OF THE DIRECTOR:

Hartwig distributed a copy of the district's new branding manual. Hartwig stated the purpose of the manual is to help with district build an identity in the community. Hartwig shared that the Marketing Department has been working hard on new logos for the district as well as a new mascot. Hartwig stated that more information will be shared on the mascot as progress is made.

Hartwig made mention of the Howl-O-Ween event that was held last month. Hartwig stated that staff could not have been luckier with the weather and overall the event went well.

Hartwig discussed the new Halloween themed open gym at the Racquet Center. Hartwig said this was the first year for this event and it was almost sold out. The next holiday open gym is scheduled in December at the Racquet Center.

Hartwig stated that he attended the theatre production of Music Man. Hartwig said it was a great show and he heard a lot of compliments regarding the new theatre seats.

Hartwig wished everyone a Happy Thanksgiving.

PRESIDENT'S REPORT:

Coughlin stated that she was able to attend the Howl-O-Ween event at Wolfe and she thanked staff for all of their hard work on the event.

Coughlin said she really likes the districts new logos and is excited to see them implemented across the district.

Coughlin made mention of enrollment numbers at the Ice Arena's open skates and drop in open gyms at the Racquet Center. Coughlin encouraged staff to keep up the good work.

Coughlin stated that she will be attending the theatre production of Music Man next weekend.

Coughlin thanked the Finance Department for their efforts with the bond.

MATTERS OF THE COMMISSIONERS:

Buschbach discussed the district's numbers across the board and stated that everything is looking great this time of year.

Boland thanked staff for all their hard work with the Halloween events across the district.

Boland wished everyone a Happy Thanksgiving.

Donahue recognized the Marketing Department for putting together an extensive branding manual for the district.

Johnson stated that he attended the Howl-O-Ween event at Wolfe and the event went great.

Johnson said he attended the district's Veteran's event earlier today and thanked staff for efforts in putting the event together.

ADJOURNMENT:

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

Voting: Aye: All
Nay: None

Respectfully submitted,



Mary Pat Coughlin, President



Tracey Gallik, Recording Secretary