

## APPROVED

The monthly meeting of the Ridgeville Park District Board of Commissioners took place on Monday, October 16, 2023 at 7:00 pm at the Ridgeville Park Community House (908 Seward St, Evanston, Illinois). Meeting agendas and digital packets were made available at [www.ridgeville.org/governance](http://www.ridgeville.org/governance) prior to the meeting.

Commissioners Present: Diana Anton, Amanda DePalma, Shawn Jones, Matthew Mitchell (President)

Commissioners Absent: Michael (Mick) Morel (Vice President)

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Natalie Sallee (Program Director)

Citizens: none

President Matthew Mitchell called the meeting to order at 7:01 pm.

### Roll Call

Diana Anton: present

Amanda DePalma: present

Shawn Jones: present

Matthew Mitchell: present

Mick Morel: absent

### Citizen Comment Part 1:

There were no comments at this time.

### Approval of Minutes:

**Motion #1:** Shawn Jones moved to approve the minutes from the September 14, 2023 Board meeting. Amanda DePalma seconded the motion. All were in favor. The motion passed unanimously.

### Approval of Bills:

Maricar Fernandez prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District- General Account Bills Summary October 12, 2023" and "Ridgeville Park District- General Account Bills Detailed Report October 12, 2023." Matthew Mitchell noted, among other items: a transition between phone providers, *Bozeman Construction* for front door (noted in Details), background checks, refunds, concert for Fall Frenzy, and *Stratus* for 2 months worth of cleaning (one month went unintentionally unpaid earlier in the fall).

**Motion #2:** Amanda DePalma moved to approve payment of October 2023 bills in the amount of \$16,540.82. Shawn Jones seconded the motion. All were in favor. The motion passed unanimously.

### Approval of Petty Cash Expenditures:

Maricar Fernandez prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District Petty Cash Summary October 12, 2023" and "Ridgeville Park District Petty Cash Details October 12, 2023." Matthew Mitchell noted, among other items: more money spent on Amazon due to a new computer purchase.

**Motion #3:** Amanda DePalma moved to approve payment of October 2023 petty cash expenditures in the amount of \$2,387.81. Shawn Jones seconded the motion. All were in favor. The motion passed unanimously.

Monthly Report offered by Marlon Rodas, Executive Director of Parks and Recreation:

Matthew Mitchell summarized Rodas' report in his absence. Rodas recently submitted an application for RPD to be a KABOOM! partner. Natalie Sallee explained KABOOM! would support RPD with replacing park equipment at Ridgeville Park, which is the oldest play circuit in our park system. The KABOOM! organization would replace equipment all in one day. If not Ridgeville, the Elks playset would be next in line to be replaced. The Kubota equipment should be delivered within the month. Youth in the Parks programming ended in mid-September and the staff did a great job. New phones were received and installed from AT&T. Rodas will attend an IAPD legal symposium this fall. Lurvey Home & Garden donated a \$150 gift card to RPD which helped with purchases for Fall Frenzy. He plans to look into other partnerships / sponsorships for the future for the park district.

Monthly Report offered by Natalie Sallee, Program Director:

- Bike the Ridge: Oct 1, great turnout. School of Rock did a wonderful job. New sound system digital mixer had some trouble and has been sent to the manufacturer for repairs. Thanks to Mike Miro and other volunteers for coordinating the event.
- Fall Frenzy: This Thursday 4-6 pm including a country folk band, Firehouse Grill food for purchase, activities, and candy giveaways.
- Flannel Fest: New event, Nov 10 6-8 pm, 3 local breweries, ages 21+ event, beer cups for sale, jazz guitar, fire pits.
- Half Day Workshops: Going well, Victoria Livingston is the new coordinator, SWHET Sports may pivot to an after school program instead of half-day workshops.
- Studio 908 Fall Session I and II, Garden2Table: Registration is going well, Garden2Table program is wrapping up, Elks Garden is also closing up for the season.
- New Partner Programs: There was discussion around the Little Beans space closing this season. Sallee and Rodas toured the space to consider a possible building purchase. There are several Little Beans community classes that will be relocated to Ridgeville. Square dancing troupes will also use the Community House space this season.

Monthly Report offered by Gerry Gibbs, Treasurer:

Gerry Gibbs discussed property tax revenue delays, the second year of such delays. Sikich was here Sept 21 for an on-site visit to ask questions and collect documents for the annual audit. They will be in touch with commissioners to complete packets of information as they do each year. Gibbs also discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) October, 2023,

2. "DRAFT Office of the County Clerk Agency Tax Rate Report, Tax Year 2022, "
3. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 09/30/2023 for Fiscal Year Ending June 30, 2024,"
4. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 09/30/2023 for Fiscal Year Ending June 30, 2024,"
5. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 09/30/2023." Yellow items are unapproved and have not had actions taken on them yet. Auditors would like to see these resolved. They could be written off now, or the board could defer them to next month's bills. The board discussed deferring most of the bills with the exception of a Paypal \$100 item which can be written-off now.

**Motion #4:** Shawn Jones moved to write-off the \$100 purchase as discussed. Matthew Mitchell seconded the motion. All were in favor. The motion passed unanimously.

Old Business:

The REDI committee status was discussed briefly. It will be put on the agenda for next month to discuss more fully. Mitchell shared that he and Rodas are in the final stages of finalizing the contract with Bella Consulting for ongoing equity work, as was approved at last month's meeting.

New Business:

There was no New Business to discuss at this time.

Call of the Commissioners:

- Anton: passed
- DePalma: passed
- Jones: Shawn Jones thanked Natalie Sallee for a great Bike the Ridge community event.
- Mitchell: Matthew Mitchell agreed with the sentiment. A successful and fun event for all.
- Morel: absent

Citizen Comment Part 2:

There were no comments at this time.

Adjournment:

**Motion #5:** Matthew Mitchell moved to adjourn the meeting. Shawn Jones seconded the motion. All were in favor. The meeting was adjourned at 7:33 pm.

Respectfully submitted,  
Julie Larson, Minute Taker