

Committee Meeting Minutes
Berwyn Park District
December 3rd, 2024, 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 Vice President Brian Brock

Commissioners in attendance: Brian Brock, Ana Espinoza, Gretchen Kostelny, Mario Manfredini, and Zachary Taylor.

Staff in attendance: Cathy Fallon (Executive Director), Cindy Hayes (Superintendent of Finance and HR), John Roberts (Superintendent of Parks and Facilities), and Nicole Collier (Superintendent of Recreation).

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

Public Comments: none.

Correspondence: none.

Financial Report: accounts payable- checks are being signed by the commissioners. Procedures will be updated starting in January 2025. The board will be provided with a paid invoice listing in both committee and board meetings packets. The board will approve the paid invoice report at both committee and board meetings. The checks will have an electronic signature of the vice president and the treasurer of the board. The board agreed to this procedure. Hayes reached out to PMA Securities for them to perform a cash flow analysis of the district.

Policy and Personnel: Commissioners are still reviewing the board policy manual.

Recreation: report included in the packet. Registration increased over the weekend for many of the programs listed in the report.

Parks and Facilities: report in packet. Director Fallon went over completed and upcoming projects. Two quotes for the water issue at Serenity Park are included in the packet. Still waiting for the third contractor to submit a quote. The quotes are for the water leak and reconfiguration of the water pipes and relocation of the RPZ valve.

Technology Update: the district has completed the clean-up process and updated the staff's computers. This item will be removed from the agenda.

Other Business: Orkin does not believe that Sunshine Park is infested with rats they did provide suggestions to help alleviate any rat activity in our parks. This is included in the packet. The park district was named in the will of former employee, Elizabeth Spitler. When dollar amounts and stipulations are confirmed with the attorney, the board will be provided with this information. We have received the DCEO grant for \$27,000.

Commissioners' Comments: Commissioner Taylor asked about the tree delivery from Morton Arboretum. The park district received twelve trees from the Arboretum. Commissioner Taylor would also like to sit with Director Fallon and discuss future projects.

Adjournment: A motion was made by Manfredini, seconded by Kostelny to adjourn at 5:07 pm. Motion unanimously carried.

Attested to by:

President: Brian Brock



Recording Secretary: Cynthia Hayes