

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
APRIL 9, 2025**

CALL TO ORDER – At 6:00 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners’ monthly business meeting.

ROLL CALL – Commissioners attending were Don Peasley, Dave Perring, and Laura Duffer. Gary Nodine and Bob Thomas were absent. Staff in attendance included Becky Strait, Vern Haseley, Allison Baker, Jennifer Prather, and Angie Coombs. None were absent. Bob Thomas arrived at 6:12 PM.

MINUTES OF MEETING – Minutes of the March 12, 2025, meeting were presented. Don asked if there were any questions, comments, or suggested amendments. Laura Duffer made the motion to approve the minutes as presented. Dave Perring moved to second the motion, which then passed after a unanimous roll-call vote.

VISITORS – NONE

ACCOUNTS PAYABLE – The operating expenses were submitted for approval in the following funds:

GENERAL	-	\$	430.34
RECREATION	-	\$	2,672.72
CAPITAL IMP.	-	\$	72,991.43

Don asked if there were any questions regarding the items listed for the Accounts Payable. Laura Duffer made the motion to approve Accounts Payable as presented, which was seconded by Dave Perring, and passed after a unanimous, roll-call vote.

CASH FLOW –

Angie informed the Board that another PPRT payment had been received, and a spreadsheet was included for their review. Funds received in 2025 are lower than at the same time the previous year, which was expected per the State’s reallocation of funds the previous year. Angie reported that the annual Bond funds had been deposited into the Capital Fund. Program registrations are coming in, which is always nice to see.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A Slideshow presentation was displayed:
 - The staff had a busy March with all kinds of events, such as the Pickleball League.
 - Becky informed the Board that Bob Borowiak plans on retiring at the end of May. He is happy to be retiring but hopes to return as a sub after the 6-month separation period ends. There is a plan in place to fill that shift, as Phil Nodine has been training and working part-time at the back desk.
 - The Open House was held on Saturday, April 5th. The focus was on opening registration for pool parties, swim lessons, pool passes, and summer camps & programs. The day’s income was approximately \$4,500 just from the Open House. Registration can now be completed online, but it was limited to in-house during the Open House, as a first-come-first-serve basis.
- **Park Improvement Projects:**
- Weather has allowed the work to resume at Exchange Club Park & Lehn & Fink Park.

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- Becky spoke with Seth who is contracted to do the work at both Lehn & Fink and Exchange Club parks. Sidewalk forms are being erected, and they will continue setting up the court features at Exchange Club Park.
- Seth will also be doing the grading and tile work on the sand volleyball court next.
 - Vern explained the need for the drainage at Exchange Club Park.
 - The City requires a permit to run the drainage pipe through their ditch to the gutter.
 - Vern stated that the City would be willing to waive the permit fee.
 - Laura inquired about the projected completion date of the volleyball court.
 - Becky explained that the Volleyball court was not included in the contract with Landscape Structures, as it fell outside their wheelhouse.
 - She will be presenting the Board with those details of the costs & estimated time frame.
 - Dave inquired more about the tile to be installed for the volleyball court.
 - Vern detailed the layout of the drainage system, as it will include a perimeter with lateral T's every 10 feet within.
 - Becky explained that the sidewalk installation already included a sleeve underneath to accommodate the drainage pipe to the ditch.
- Becky stated that the plans did require a slight modification to the sidewalk plans to allow easier access to all features and mentioned that the plan is to add another section next year to enclose the park with sidewalk.
- Dave expressed his concern about the lack of green space after adding the 2 full-sized courts.
- North Parking Lot Improvement Project:
 - The preliminary start date has been moved to April 21st.
 - Dave inquired about LCHS' need for parking during their baseball games.
 - Becky explained that she had not heard anything about LCHS' plans but assured the Board that they had received notice well in advance of any work being done.
- * Bob Thomas entered the Meeting at 6:12 PM.
 - Becky asked the Board if they had any questions or suggestions regarding the proposed intergovernmental agreement with LCHS.
 - Dave inquired about receiving any payment from the school to date, which was verified that the Board had previously decided to wait to send the invoice towards the end of the year, with a due date scheduled for January 2026.
 - Becky pointed out that the document has not yet been sent to the school.
 - Don stated that he would like to vote on the matter at July's meeting and asked the Board to review the agreement.
- Lincoln Memorial Hospital has confirmed their sponsorship of the annual 5K.
- Solar:
 - LPD has not yet received the "true up statement".
 - Angie will create a spreadsheet to compare the usage with rates and costs once we have that statement / information available.
- Summer Staff:
 - Staff have been hired for the season.
 - Lifeguards have 2 certification dates available, one of which is this weekend.
 - Half of the training will be on site and the other half will be held at Clinton's YMCA.
 - The second training course will be completed on site as our pool will be filled by then.
- Social Media Policy:
 - Events posted on LPD's Facebook page have been subject to spam comments.
 - People have tried to post links to sell tickets, even for our free events.

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- The policy used Springfield Park District's policy as a template, and updated for LPD's use.
 - Policy allows LPD to remove spam/scam posts, as they violate the policy in place.
 - Dave asked if the policy also prohibits profanity, etc.
 - Becky verified that it would include profanity.
- Laura Duffer made the motion to approve the adoption of the Social Media Policy as written. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.
- Annual Audit:
 - Becky informed the Board that as previously mentioned, the previously contracted firm has since dissolved at the end of 2024.
 - Becky explained that Angie has been researching firms in the surrounding areas, circling outward as she proceeded.
 - Becky reported that she had a conversation with the City's Treasurer, Chuck Conzo, who stated that finding municipal auditors was a common problem.
 - Many firms opt not to offer auditing services, and those that do, have full schedules due to the lack of firms offering auditing services.
 - Angie was able to find a firm in Peoria that quoted a base price of \$36,000.
 - Another firm, out of Champaign, quoted a base price of \$25,000-30,000 depending on the availability of the previous auditor providing some documentation.
 - Angie explained that one significant issue she discovered was that Townships in Illinois are required to conduct their audits once every 4 years, and this happens to be that year.
 - So, many firms already have a full schedule due to that fact, which makes this year more difficult to get one scheduled.
 - The following years should be easier once we get on a firm's calendar.
 - Becky would like to recommend contracting with MH out of Champaign, as they not only had the cheaper quote, but Angie feels that they would be a better fit after her discussion with them.
 - Becky and Angie stated that the voting can take place later in the meeting, once we reach the new business items.

SUPERVISOR OF OPERATIONS - Vern Haseley

- The pool pumps have been started to test them prior to opening the pool.
- Tony is working to overhaul and troubleshoot the sodium chloride tank to improve efficiency.
- Vern was able to fertilize the fields, and they are looking good.
- The plan is to schedule the wading pool and slide steps to be sandblasted and repainted this fall. The vessels are done on a rotational basis.
- Vern reported that he was notified of the City's plans to install a shed within Melrose Park.
- Per the City's Council plans, the 5th Street Road project may start this year, and Vern is concerned about the possibility of it being a 1-way road for a period of that project. He asked for the Board's thoughts on contacting the Cemetery Board to inquire about possibly using their road to bring the mowers out, to avoid the 1-way traffic being routed out to Woodlawn Road. The Board approved of the plan to request permission to use that access point for safety purposes.

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PROGRAM REPORT – ALLISON BAKER

- Allison has been busy planning the Baseball & Softball season. Registration is up from last year with 176 players, including TeeBall. She has heard that some chose to play for LPD over the traveling teams this summer. There are 4 TeeBall teams, 2 each of the boys' 8U & 10U, but only one 14U, the girls also have 2 teams each for 8U & 10U, and all are full. Don inquired about the number on each team, which Allison stated was 13-15. The numbers work, but do not allow for any more teams, due to kids traveling during the summer for vacations. To split and make more teams would cause problems throughout the summer season. All the coaches are comfortable with the numbers and understand that some kids miss due to vacations. This summer, the Sportsman software will be used to auto-draft the teams, which all coaches are aware of.
- This year, LPD is partnering with LCHS' Lincoln Locker to print the team shirts. Lincoln's Locker is a business where students with special needs gain work experience and training.
- Tremont League's Scheduling Meeting is scheduled for the upcoming Sunday. Tremont has reported a reduced number of teams for them, and only Lincoln and Hopedale have 12U teams for the boys this year. They did provide a few other options to schedule more games for these teams due to lack of other teams in the league, such as playing some of the lower-level travel teams within that age group.
- Vern inquired about adding a policy for last-minute additions to the schedule. Allison said that she had spoken with the Splitters Coach that made the scheduling error that created the problem Vern was referring to. He had provided the season schedule then sent another document, but it was identical to the first. There was an error, where LJHS was listed instead of LPD Pony, and therefore, LPD was notified last minute of the game. However, Allison and John were able to get the field ready in time. Don suggested possibly adding a late fee to the diamond rental cost. Laura proposed including a timeframe for adding that fee. Don questioned the current price for the field, which Allison verified at \$40, and offered a \$25 late fee suggestion. Allison stated that 48 hours would be sufficient for the policy.
- Flashlight Easter Egg Hunt for teens was coming up. Lincoln Village donated filled eggs this year. The Driving Range would be closed Friday Evening for set up, and the event is scheduled for Saturday evening, with the younger of the 2 groups to go first. Dave asked if there would be multiple age groups, and Allison verified that it would just be 2 and for young teenagers through 17. The idea was that there are several events already offered for the little kids in the community and this event would be for the pre-teens and teenagers.
- The Egg Hunts in the parks would begin on Monday. Each park will have 5 eggs hidden, and those that find them are to turn them into the Admin Office to get their goody basket.
- The Nerf Battle is scheduled for next Friday, during their Easter Break. There are 10 participants registered for the event.
- Dance Lessons will be offered on Thursday nights.
- A new summer camp to be offered this year is Chess Camp, which is out of Chicago. Laura and Becky both stated that there are several Jr. High School students that have picked up the game in recent months.
- Other camps will be offered again, as they are very popular, such as Theater Camp, Nature Camp out at Creekside, and Art Camp.
- Derek, the Pickleball instructor, showed some interest in also teaching some tennis lessons. Allison will be speaking with him about possibly teaching a tennis clinic.

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FITNESS MANAGER: JENNIFER PRATHER

- Group Fitness Class attendance for March was 1,052, which was up when compared to the previous year's 1,005.
- Health & Wellness had 5 in attendance to learn about LMH's upcoming Market Season plans.
- The last Meet & Mingle had 10 attendees, with the topic being weather. The next event is scheduled for April 23rd from 8-10am.
- Active Agers had a potluck on March 14th with 10 in attendance, but that might have been due to poor weather that day.
- Jody's beginner Spin® class has started and 6 attended the first class.
- Jennifer has sold/taught 5 equipment orientation packages.
- Self-Care Foot Massage had 2 sessions due to popularity, with 9 participants in the first session, and 5 were non-members. The second session has 3 non-members signed up.
- May's promo is a Spin® to win, where there will be a drawing for all those that attended classes.
- May 5th will have a special Cinco De Mayo class and 90-minute Spin® class.
- Stride & Seek is an event where participants can upload pics once they reach specific local destinations that they have either walked or biked to, prizes will be awarded.
- Jennifer is working on the 5K & kids' races this year.
- May's Group Fitness schedule is almost complete.
- Another Spin® class promotion will be a Mystery Bike event. Each bike has a number assigned to it and a random bike number each class will be picked to win a prize.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - 1. Park Improvement Projects: See Executive Director's Report.
 - 2. North Parking Lot Improvement Project: See Executive Director's Report.
 - a. Dave inquired about the responsibility of putting up signage pertaining to construction.
 - b. Becky explained that the Construction Company would be responsible for that.
 - 3. Promissory Note: Waiting for the project to get closer to the start date.
- B. Aquatic Center: See Supervisor of Operations' Report.
- C. Foundation Signs:
 - 1. Laura suggested coordinating the seasonal installation and removal of the signs for the Foundation as a service project for groups like NHS or Boy Scouts.
 - 2. Don inquired about the Foundation's decision on the matter.
 - 3. Becky explained that she was waiting to get the labor matter settled before calling a meeting of that Board.
- D. Authorization of sale/conveyance of Park District Property: NONE.

NEW BUSINESS:

- A. Intergovernmental Agreement with LCHS: See Executive Director's Report.
- B. Social Media Policy: See Executive Director's Report.
- C. Annual Audit – Search for new Firm:
 - 1. Laura Duffer made the motion to contract with MH, in Champaign for the FY 2024 Audit with the plan to contract with them for the current year's audit next year.

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2. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.

Don thanked Laura for her years of service, seeing as this was her last official meeting as Commissioner of the Park District Board.

Seeing as a new Commissioner will need to be appointed, Don inquired about the remaining Commissioners' availability to schedule interviews for candidates. Gary stated that he would be on vacation until May 8th. Monday, May 12th was agreed upon for the interviews. Angie would make sure to post the agenda as is required. To date, there have been 2 online submissions received, and 1 inquiries each via email and phone call.

Executive Session: NONE.

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting, Bob Thomas moved to second the motion. Motion carried. Adjournment: 6:57 P.M.

NEXT MEETING: The next meeting will be held on Monday, May 12, 2025 for interviews prior to the regular meeting scheduled for Wednesday, May 14, 2025 at 6:00 PM.