

BYRON FOREST PRESERVE DISTRICT  
MINUTES OF MEETING  
JUNE 18, 2018

Commissioners present: Hogan, Ludwig, and Patterson.

Commissioners absent: Conry and Vincer.

Staff present: Brunner, Gerke, Henkel, Herman, McCammond, and Tucker.

Guests present: Carol Jackowski of Beggin, Tipp, & Lamm.

The meeting was called to order at 7 pm.

Director Tucker suggested removing Agenda Items 14A and 14C, Executive Session 2(C)(1) and 2(11).

LUDWIG MOVED AND PATTERSON SECONDED A MOTION TO APPROVE THE AGENDA AS AMENDED. LUDWIG – YES, PATTERSON – YES, VINCER – ABSENT, CONRY – ABSENT, AND HOGAN – YES.

President Hogan opened the floor to Carol Jackowski of Beggin, Tipp, & Lamm, the District's auditor to present the District's 2017 Audit. Ms. Jackowski reported that there were no problems with the audit process or with management. The segregation of duties was mentioned as in previous years. She stated that overall, the audit went very well. She explained that IMRF was switched to an asset instead of a liability due to GASB 68. Commissioner Patterson asked about the "non-major funds." Ms. Jackowski explained that these funds are IMRF, Worker's Comp, Social Security, etc. which are funds that are less than 10% of the District's overall funds. Brief discussion followed and Ms. Jackowski departed the meeting.

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PATTERSON MOVED AND LUDWIG SECONDED A MOTION TO APPROVE THE REGULAR MEETING AND EXECUTIVE SESSION MINUTES OF MAY 21, 2018. PATTERSON – YES, VINCER – ABSENT, CONRY – ABSENT, LUDWIG – YES, AND HOGAN – YES.

The correspondence was noted.

LUDWIG MOVED AND PATTERSON SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR JUNE 2018. Shawn noted that the Golf Fund is \$25,000 better than this time last year. VINCER – ABSENT, CONRY – ABSENT, LUDWIG – YES, PATTERSON – YES, AND HOGAN – YES.

LUDWIG MOVED AND PATTERSON SECONDED A MOTION TO ADOPT THE 2017 AUDIT AS PRESENTED. CONRY – ABSENT, LUDWIG – YES, PATTERSON – YES, VINCER – ABSENT, AND HOGAN – YES.

President Hogan reported that the Long Range Planning Committee meeting with the staff went very well and the next step is choosing the people for the focus groups. He stated that Pam Reidenbach of the Northern Illinois Center for Nonprofit Excellence would be willing to meet with the board to report on the progress and answer questions about the District's master plan process if they would like.

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President Hogan opened the floor to District Department Heads to present their Staff Reports. Todd Tucker, Administrative Services Department-7:30-7:39 pm-He reported that the deck at the Jarrett Prairie Center is going to be re-stained. The asphalt project may be postponed until fall depending on the cost and the weather. He informed the board that his house was struck by lightning, taking down a tree, his garage door opener, his cable/internet, etc. Lumberjake will be cleaning up the tree that fell. Mark Herman, Education Department-7:39-7:47 pm-He commended Janet Dahlberg and Crystal Frisk on their summer programs. Summer camp and most of the preschool camps filled up quickly this year. The summer concerts on the deck went well. The mystery dinner sold out. He showed the board an arrowhead collection that was donated to the District. Russell Brunner, Restoration/Maintenance Department-7:47-7:58 pm-He reported that the new preserve maps are complete. He will now be working with Rich Vaupel on mapping the trails and developing trail map brochures. He noted that Bobolinks have been spotted at the Bald Hill Prairie Preserve. He reviewed photos of various preserves with the board. Matt Henkel, Golf Operations (for Andy Gramer also) - 7:58-8:16 pm-He reported that the hot weather on Father's Day seriously impacted the revenue at PrairieView compared to last year. This year, it was 90 degrees and the course made \$4,000. Last year, it was 80 degrees and the course made \$8,000. He commended Andy Gramer and his staff on programming that's being done for the junior golfers. He stated that the

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number of seasonal labor hours is down which helps the bottom line. He is working on the marketing of the course and trying to get the most for our advertising dollars. He reviewed photos with the board.

The progress of the policy manuals was discussed. Michelle Gerke stated that she plans on completing the Risk Management and Operations Manuals for approval at the July meeting and then the Finance Manual will be the last one to complete.

PATTERSON MOVED AND LUDWIG SECONDED A MOTION TO APPROVE ORDINANCE NO. 18-2, THE PREVAILING WAGE ACT. LUDWIG – YES, PATTERSON – YES, VINCER – ABSENT, CONRY – ABSENT, AND HOGAN – YES.

LUDWIG MOVED AND PATTERSON SECONDED A MOTION AT 8:17 PM TO CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2(C)(5) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DISTRICT. PATTERSON – YES, VINCER – ABSENT, CONRY – ABSENT, LUDWIG – YES, AND HOGAN – YES.

LUDWIG MOVED AND PATTERSON SECONDED A MOTION AT 8:27 PM TO COME OUT OF EXECUTIVE SESSION. VINCER – ABSENT, CONRY – ABSENT, LUDWIG – YES, PATTERSON – YES, AND HOGAN – YES.

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LUDWIG MOVED AND PATTERSON SECONDED A MOTION AT 8:28  
PM TO ADJOURN THE MEETING. CONRY – ABSENT, LUDWIG – YES,  
PATTERSON – YES, VINCER – ABSENT, AND HOGAN – YES.

Respectfully submitted,

Jeff Ludwig, Secretary  
Board of Commissioners

JL/mg