

**BARTLETT PARK DISTRICT  
ANNUAL BOARD MEETING MINUTES  
TUESDAY, MAY 14, 2019**

**Call to Order**

President Stocks called the Annual Board Meeting to order at **7:15 pm.**

**Roll Call**

President Stocks called for the roll. Commissioners answering present were: Susan Stocks, Stephen Eckelberry, Lori Palmer, Theodore J. Lewis, Diana Gunsteen and Dale Ann Kasuba.

Staff members present were Executive Director Rita Fletcher, Superintendent of Recreation Kimberly Dasbach, Superintendent of Villa Olivia Peter Pope, Superintendent of Parks and Planning Kelly O'Brien, Superintendent of Business Services Kevin Romejko and Superintendent of Special Facilities Lynsey Heathcote.

**Resident Comments**

Jay Langfeld of Bartlett congratulated Jody Fagan and Ted Lewis for winning the recent Park Board of Commissioners election.

**Swearing In of Newly Elected Commissioners**

Dale Ann Kasuba, Jody E. Fagan and Theodore J. Lewis were individually sworn in by President Susan Stocks.

**Election of Officers**

**President**

President Stocks noted that it is the Board's annual duty to elect new officers at the Annual Meeting. The meeting was then turned over to Secretary Fletcher. Ms. Fletcher said that as current Secretary of the Board, she would entertain nominations for President of the Board of Commissioners for fiscal year 2019-20 and the President would then preside over nominations for the other officers.

Mr. Lewis moved to nominate Mr. Eckelberry for President, seconded by Ms. Stocks.

Mr. Lewis moved to close the nominations, seconded by Ms. Palmer. **Motion carried.**

Ms. Fletcher took a voice vote to cast a unanimous ballot to name Mr. Eckelberry as President. **Motion carried.**

**Vice President**

Mr. Eckelberry opened the floor for nominations for the office of Vice-President of the Board of Commissioners for fiscal year 2019-20.

Ms. Stocks moved to nominate Ms. Palmer for Vice-President, seconded by Mr. Lewis.

Mr. Lewis moved to close the nominations, seconded by Ms. Stocks. **Motion carried.**

Mr. Eckelberry took a voice vote to cast a unanimous ballot to name Ms. Palmer as Vice-President. **Motion carried.**

### **Treasurer**

Mr. Eckelberry opened the floor for nominations for the office of Treasurer of the Board of Commissioners for fiscal year 2019-20.

Ms. Palmer moved to nominate Ms. Gunsteen for Treasurer, seconded by Ms. Stocks.

Mr. Lewis moved to close the nominations, seconded by Ms. Stocks. **Motion carried.**

Mr. Eckelberry moved to cast a unanimous ballot to name Ms. Gunsteen as Treasurer. **Motion carried.**

### **Secretary**

Mr. Eckelberry opened the floor for nominations for the office of Secretary of the Board of Commissioners for fiscal year 2019-20.

Ms. Palmer moved to nominate Ms. Fletcher for Secretary, seconded by Ms. Stocks.

Ms. Stocks moved to close the nominations, seconded by Ms. Gunsteen. **Motion carried.**

Mr. Eckelberry moved to cast a unanimous ballot to name Ms. Fletcher as Secretary. **Motion carried.**

### **Appointment of Attorney for the Park District**

#### **Corporate Attorney**

Mr. Eckelberry indicated at this point on the agenda is the appointment of attorney for the Bartlett Park District. Ms. Fletcher recommended that Mr. Steven Adams of Robbins Schwartz be appointed as the Park District's corporate attorney for fiscal year 2019-20.

Ms. Palmer moved to appoint Steven Adams of Robbins Schwartz as the Park District's corporate attorney for fiscal year 2019-20, seconded by Ms. Gunsteen. **Motion carried.**

### **Ordinance 19-03, 2019-20 Budget and Appropriation Ordinance**

Mr. Eckelberry asked for a motion to approve Ordinance 19-03, 2019-20 Budget and Appropriation Ordinance.

Ms. Palmer moved to adopt Ordinance 19-03, 2019-20 Budget and Appropriation Ordinance of the Bartlett Park District for its fiscal year May 1, 2019 through April 30, 2020. Ms. Gunsteen seconded the motion.

ROLL CALL VOTE:

AYES: 7

NAYS: 0

ABSTAIN: 0

ABSENT: 0

**Passed and approved this 14<sup>th</sup> day of May 2019.**

**Meeting Schedule for Fiscal Year 2019-20**

Mr. Eckelberry noted that the Board had received the proposed schedule of meetings for fiscal year 2019-20. He asked for a motion to approve; Mr. Lewis moved to approve the Board Meeting Schedule for fiscal year 2019-20 as presented, seconded by Ms. Gunsteen. **Motion carried.**

**Name Representative to NWSRA Board**

Mr. Eckelberry announced that each year the District names a representative to serve on the NWSRA Board. Mr. Lewis moved to name Executive Director/Board Secretary Rita Fletcher as the Bartlett Park District representative to the Northwest Special Recreation Association Board, seconded by Ms. Palmer. **Motion carried.**

**New Business**

None

**Adjournment**

There being no further business, Ms. Gunsteen moved to adjourn the Annual Board Meeting, seconded by Ms. Palmer. **Motion carried at 7:26 pm.**

Minutes Approved by the Board on May 28, 2019.

By:   
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Rita Fletcher, Board Secretary