

**BARTLETT PARK DISTRICT
BOARD MEETING MINUTES
TUESDAY, MARCH 24, 2020**

Call to Order

President Eckelberry called the meeting to order at 7:30pm.

Roll Call

Executive Director Fletcher called for roll. Commissioners answering present were: Stephen M. Eckelberry, Lori A. Palmer, Diana Gunsteen, Theodore J. Lewis, Susan M. Stocks, Dale Ann Kasuba, and Jody E. Fagan.

Staff members present were: Executive Director, Rita Fletcher and Executive Assistant, Lindsey Tuminaro.

Pledge of Allegiance

President Eckelberry led the Pledge of Allegiance.

Approval of Minutes

Mr. Eckelberry moved to approve the minutes of January 28, 2020 Board Meeting, February 25, 2020 Board Meeting, and March 10, 2020 Committee Workshop Meeting. Ms. Palmer made a motion, and Mr. Lewis seconded. **Motioned carried.**

Residents Comment

None

Monthly Treasurer's Report, Ms. Gunsteen, Chairperson

Ms. Gunsteen moved to approve the Monthly Treasurer's Report for February 2020, motioned by Ms. Fagan, seconded by Ms. Kasuba. **Motion carried.**

Finance Committee, Ms. Gunsteen, Chairperson

Ms. Gunsteen stated that the Finance Committee is requesting approval of all purchase orders between \$5,000 and \$15,000 from December 1, 2019 through February 29, 2020. Ms. Palmer made a motion and Ms. Fagan seconded. **Motion carried.**

Planning Committee, Ms. Palmer, Chairperson

No Business

Building and Grounds Committee, Ms. Stocks, Chairperson

Trash and Recycle Service Request

Ms. Stocks advised the Building and Grounds Committee is requesting approval of hiring Advanced Disposal for the amount of \$21,590.80 for 1 year of a 3 year contract.

The contract will provide labor, materials and equipment necessary towards recycling and dumpster services at the Bartlett Community Center, Aquatic Center, Nature Center, Park Maintenance, Log Cabin and Villa Olivia. Ms. Stocks made a motion and Mr. Lewis seconded. **Motion carried.**

BCC Program Room Floor Replacement

Ms. Stocks informed the Board of the BCC program room floor replacement recommendation. The committee is requesting approval to hire Eagle Interiors for the amount of \$16,984.25 to remove and replace the floor in program rooms 3 and 4. Ms. Stocks motioned and Ms. Palmer seconded. **Motion carried.**

Recreation Committee, Ms. Kasuba, Chairperson

No Business

Special Facilities Committee, Ms. Fagan, Chairperson

Bartlett Days Request

Ms. Fagan informed the Board of the Bartlett Days request. The Bartlett Days Planning Committee has requested to use Bartlett Park, the Log Cabin and the Gazebo for part of their annual Bartlett Days Celebration. The Special Facilities Committee recommended approval of the request. Ms. Fagan made a motion and Ms. Palmer seconded. **Motion carried.**

Villa Olivia Committee, Mr. Lewis, Chairperson

No Business

Personnel Committee, Mr. Lewis, Chairperson

No Business

Community Relations and Legislative Issues Committee, Mr. Eckelberry, Chairperson

No Business

Executive Director's Report, Ms. Fletcher

Bill List

Ms. Fletcher recommended approval of the March 2020 Bill List. Ms. Palmer moved to approve the Bill List as presented. Ms. Stocks seconded. **Motion carried.**

Facility Closings Update

Ms. Fletcher advised the Board that due to the Governor's Executive Order all of our facilities are closed until April 7th. LIFECenter and Splash Central memberships will be extended. Staff is working on alternatives for group sports. Full time staff is working

remotely as much as possible. The Parks Department is on a rotating schedule while practicing social distancing.

Superintendent of Recreation Report, Ms. Dasbach

No Report

Superintendent of Parks & Planning Report, Ms. O'Brien

No Report

Superintendent of Special Facilities, Ms. Heathcote

No Report

Old Business

None.

New Business

None

Closed Session:

None

Adjournment:

There being no further business before the board, Mr. Eckelberry moved to adjourn the meeting, motioned by Ms. Palmer, seconded by Ms. Stocks. **Motion carried at 7:41 pm**

Minutes Approved by the Board on April 14, 2020.

By: *Rita Fletcher*
Rita Fletcher, Board Secretary