

BARTLETT PARK DISTRICT ANNUAL BOARD MEETING MINUTES TUESDAY, MAY 14, 2024

Call to Order

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

Roll Call

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

Staff members present were Executive Director Rita Fletcher, Executive Director Designate Kevin Romejko, Superintendent of Recreation Kimberly Dasbach, Superintendent of Parks and Planning Kelly O'Brien, Superintendent of Business Services Eric Leninger, Superintendent of Special Facilities Katie Mix, Superintendent of Villa Olivia Bobby Pierobon, and Executive Assistant Maureen Carter. Corporate Attorney Steve Adams was also present.

Public Comments

No comments.

Approval of Executive Director Employment Agreement

Ms. Gunsteen reminded the Board the employment agreement for new Executive Director, Kevin Romejko, has been reviewed by the Board and needs to be approved. Ms. Stocks motioned to approve, seconded by Ms. Palmer. Motion carried.

Election of Officers

President Gunsteen noted it is the Board's annual duty to elect new officers at the Annual Meeting.

President

Ms. Fletcher asked for nominations for the office of President of the Board of Commissioners for the fiscal year 2024-2025.

Ms. Palmer nominated Ms. Gunsteen for President.

Mr. Eckelberry moved to close the nominations, seconded by Ms. Kasuba. **Motion Carried.**

Mr. Eckelberry motioned to cast a unanimous ballot to elect Ms. Gunsteen as President, seconded by Ms. Kasuba. **Motion Carried.**

Ms. Gunsteen is elected to the office of President of the Board of Commissioners for the Bartlett Park District.

Vice President

President Gunsteen opened the floor for nominations for the office of Vice-President of the Board of Commissioners for fiscal year 2024-25.

Ms. Palmer nominated Mr. Eckelberry for Vice-President. Ms. Palmer then withdrew her nomination.

Mr. Eckelberry nominated Mr. Lewis for Vice-President.

Mr. Eckelberry moved to close the nominations, seconded by Ms. Stocks. **Motion Carried.**

Mr. Eckelberry motioned to cast a unanimous ballot to elect Mr. Lewis as Vice President, seconded by Mr. Stocks. **Motion carried.**

Mr. Lewis is elected to the office of Vice President.

Treasurer

Ms. Gunsteen opened the floor for nominations for the office of Treasurer of the Board of Commissioners for fiscal year 2024-25.

Ms. Palmer nominated Mr. Eckelberry for Treasurer.

Ms. Stocks moved to close the nominations, seconded by Ms. Palmer. **Motion Carried.**

Ms. Stocks motioned to cast a unanimous ballot to elect Mr. Eckelberry as Treasurer, seconded by Mr. Lewis. **Motion carried.**

Mr. Eckelberry is elected to the office of Treasurer.

Secretary

Ms. Gunsteen opened the floor for nominations for the office of Secretary of the Board of Commissioners for fiscal year 2024-25.

Mr. Eckelberry nominated Mr. Romejko for Secretary.

Mr. Eckelberry moved to close the nominations, seconded by Mr. Lewis. **Motion Carried.**

Mr. Eckelberry motioned to cast a unanimous ballot to elect Mr. Romejko as Secretary, seconded by Ms. Kasuba. **Motion carried.**

Mr. Romejko is elected to the office of Secretary.

Appointment of Attorney for the Park District

Corporate Attorney

Ms. Gunsteen stated next is the appointment of attorney for the Bartlett Park District and staff recommended that Mr. Steven Adams of Robbins Schwartz be appointed as the Park District's corporate attorney for fiscal year 2024-25.

Mr. Lewis moved to appoint Steven Adams of Robbins Schwartz as the Park District's corporate attorney for fiscal year 2024-25, seconded by Ms. Stocks. **Motion carried.**

Ordinance 24-04, 2024-25 Budget and Appropriation Ordinance

Ms. Gunsteen asked for a motion to approve Ordinance 24-04, 2024-25 Budget and Appropriation Ordinance.

Mr. Eckelberry moved to adopt Ordinance 24-04, 2024-25 Budget and Appropriation Ordinance of the Bartlett Park District for its fiscal year May 1, 2024 through April 30, 2025. Mr. Lewis seconded the motion. Ms. Gunsteen asked for a roll call vote.

ROLL CALL VOTE:

AYES: Gunsteen, Lewis, Eckelberry, Palmer, Stocks, Kasuba, Fagan

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried

Meeting Schedule for Fiscal Year 2024-25

Ms. Gunsteen noted the Board had received the proposed schedule of meetings for fiscal year 2024-25. Ms. Stocks moved to approve the Board Meeting Schedule for fiscal year 2024-25 as presented, seconded by Mr. Eckelberry. **Motion carried.**

Name Representative to NWSRA Board

Ms. Gunsteen announced each year the District names a representative to serve on the NWSRA Board and recommends Executive Director, Kevin Romejko. Mr. Eckelberry made a motion to approve the nomination of Mr. Romejko, seconded by Mr. Lewis. **Motion carried** and Mr. Romejko was named as the Bartlett Park District representative to the Northwest Special Recreation Association Board.

Resolution 24-04 Appointment of Authorized Agent to Illinois Municipal Retirement Fund

Ms. Gunsteen informed the Board the district needed to appoint a new Authorized Agent to the Illinois Municipal Retirement Fund and Resolution 24-04 appoints Eric Leninger, Superintendent of Business Services, as the District's Authorized Agent. Mr. Eckelberry motioned to approve of Resolution 24-04, seconded by Ms. Palmer. Ms. Gunsteen asked for a roll call vote.

ROLL CALL VOTE:

AYES: Gunsteen, Lewis, Eckelberry, Palmer, Stocks, Kasuba, Fagan

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried

FOIA Officer and Alternate

Mr. Eckelberry made a motion to appoint Mr. Kevin Romejko as the Freedom of Information Act (FOIA) Officer for the District with Ms. Maureen Carter as the Alternate FOIA Officer. Ms. Palmer seconded the motion. **Motion carried.**

Resolution 24-03 Recognition of Rita Fletcher for Outstanding Service

Ms. Gunsteen presented the resolution recognizing Ms. Fletcher for 37 years of service to the Bartlett Park District and her many accomplishments during that time. To honor Ms. Fletcher's many years of service, Apple Orchard West Park will hence forth be known as Rita K. Fletcher Park. Ms. Stocks motioned to approve of Resolution 24-03, seconded by Ms. Kasuba. Ms. Gunsteen asked for a roll call vote.

ROLL CALL VOTE:

AYES: Gunsteen, Lewis, Eckelberry, Palmer, Stocks, Kasuba, Fagan

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried

New Business

None

Adjournment

There being no further business, Mr. Eckelberry moved to adjourn the Annual Board Meeting, seconded by Mr. Lewis. **Motion carried at 7:27 pm.**

Minutes Approved by the Board on May 28, 2024.

By: 
Kevin Romejko, Board Secretary