

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS**

October 28, 2020

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, October 28, 2020 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Hays' determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Special Board Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting. The three individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address: <https://us02web.zoom.us/j/89438812005?pwd=bIVFTkVyKzVOcHk4bkhOS3hFK3N3dz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Hays during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, October 28, 2020 to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in person: President Craig W. Hays and Jarrod Scheunemann, Assistant to the Executive Director / Secretary.

Present electronically: Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, Timothy P. McMahon; Joseph DeLuce, Executive Director, Attorney Guy C. Hall, and Treasurer Donna Lawson.

Staff present in person: Tammy Hoggatt, Director of HR, Risk and IT.

Staff present electronically: Andrea Wallace, Director of Finance, Chelsea Norton, Director of Marketing and Communications, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, Steven Bentz, Director of the Virginia Theatre, Amanda Carrington, Hays Recreation Center Receptionist, Bret Johnson, Grounds & Maintenance Supervisor, Brittany Fairfield, Aquatics & Fitness Manager, Joe Kearfott, Risk Manager, and Nathan Massey, Special Projects Supervisor.

Jean Flood from the League of Women's Voters also attended the meeting electronically.

Call to Order

President Hays called the meeting to order at 5:30 p.m.

Comments from the Public

None.

New Business

1. Approval of Staff Bonuses for FY21

Vice President Miller made a motion to approve \$75,000 for one-time bonuses for qualified staff to be issued by check during the month of November 2020. The motion was seconded by Commissioner Kuhl. Upon roll call vote, the vote was as follows: Commissioner Kuhl – yes; Commissioner McMahon – yes; Commissioner Vice President Miller – yes; Commissioner Solon – yes; and President Hays - yes. The motion passed 5-0.

2. Approval to Allow or Rescind Election Day Holiday

Ms. Hoggatt presented the report. She shared an update from the Illinois Association of Park Districts which provided its opinion that the State's public act declaring November 3rd, 2020 (Election Day) as a holiday for government offices did not apply to local government entities such as Park Districts. Discussion ensued.

Attorney Hall reported that a public act had been passed declaring Election Day on November 3, 2020 as a one-time holiday for government offices and in the absence of a definition pursuant to the language of the public act he had put forward an opinion that the Park District offices should be closed for November 3, 2020. Attorney Hall noted that the Board has discretion to choose to continue with the Park District's observation of the Election Holiday as approved by the Board on August 26, 2020 or rescind that approval pursuant to a recent court decision regarding the language of the act. Discussion ensued.

Commissioner McMahon requested clarification on how other local government bodies were interpreting the language of the public act. Discussion ensued.

Commissioner Kuhl made a motion to approve rescinding the Election Day holiday on November 3, 2020. The motion was seconded by Commissioner Solon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; Commissioner Kuhl – yes; and Commissioner McMahon – yes. The motion passed 5-0.

Discussion

1. Review of Board Policies.

President Hays reported that seven policies from the Board Policy Manual had been reviewed and revised by staff and legal counsel. He stated that the policies have now been added to this agenda as discussion items for the Board to consider. The Board did not request any updates or revisions to the Administrative Succession Policy, the Media Policy, and the Social Media Policy.

Commissioner Hays and Commissioner Solon requested updates to the Compensation Policy related to staff salaries, new hires, and new job titles. Commissioner Kuhl addressed the approval process. Attorney Hall noted that the attorney section contained a job description section that could otherwise be located in the contract for legal counsel. Discussion ensued.

Commissioner Kuhl requested the striking of a reference to the Board supporting the approved actions of the Executive Director from the Executive Director and Park Board of Commissioners Relationship Policy due to support being implied in the Board's vote of approval of action items.

Commissioner Kuhl questioned if the Primary Functions of the Park District Board Policy was comprehensive in outlining the Commissioner's roles. Discussion ensued. It was concluded that additional research was necessary to determine if new language should be added to this policy.

President Hays requested clarification about whether drones needed to be included in the No Trespassing Policy. Attorney Hall and Ms. Hoggatt noted that drones were covered in a different policy. Discussion ensued.

2. Facility and Program Plan through 8/21.

Mr. DeLuce reported that the Board had requested updates on programming. He stated that the Recreation and Revenue Facilities departments had been working to develop safe and innovative

programs and special events during the pandemic.

Mr. Jones highlighted programs and classes related to SAT prep, pottery, virtual art, virtual theatre, mentoring, and quilting. He noted a joint special event with the Urbana Park District, the Masquerade Car Parade, that was being held that evening. Mr. Jones reported that CUSR had been hosting virtual programs; fit club being the most popular, and also had restarted programs with the Healing Horses Stable. He also highlighted the CUSR virtual 5k that is being held from October 23rd to November 1st.

Mr. Gleason reported on the Dodds Tennis Center, sport programs, ballfield rentals, the Leonhard Recreation Center, Project Athletes, Pickleball, the Dog Park, Sholem Aquatic Center, and Group Fitness. His highlights included many successful adjustments to hours and offerings despite widely varying pandemic guidelines. Tennis lessons, soccer clinics, hitting and pitching lessons, and Special Olympics basketball skills programs were a few of many programs that were new or modified to accommodate in-person protocols. Tennis groups, softball leagues, group fitness, One Week Boutique, and day camps were group, rentals, or team activities that continued despite COVID-19 modifications. Future plans pending pandemic restrictions include eight softball tournaments, reopening Sholem Aquatic Center and Prairie Farm in 2021, and the Frozen 5k. Mr. Gleason also reported that the Dog Park continued to see a rise in memberships, almost doubling the total number of dog members when compared to 2019's numbers.

3. Updates on CUSR and Douglass Day Camps

Mr. Jones recognized staff members for their efforts to prioritize the care, welfare, safety, and security of marginalized and at-risk residents and users during the pandemic. He highlighted the individual efforts of Nikita Snyder, Ja'Nice Baker, Steven Lewis, and Aushinett Pierce, who made the summer day camps at Douglass a success despite challenging circumstances.

Comments from Commissioners

Commissioner Kuhl and Vice President Miller shared their appreciation for staff's creativity and persistence in keeping the community engaged despite limited in-person opportunities. Commissioner McMahon concurred. Commissioner Solon requested special recognition for the leaders of the Douglass day camps for their work during the pandemic. Commissioner Solon also noted the resignation of Donna Lawson as Treasurer and thanked her for her years of service to the Park District and Foundation. President Hays concurred.

Adjourn

There being no further business to come before the Board, Vice President Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; President Hays – yes; Vice President Miller – yes; and Commissioner Kuhl – yes. The motion passed 5-0 and the meeting was adjourned at 6:34 p.m.

Approved

Craig W. Hays, President

Jarrod Scheunemann, Secretary