



**NORTH BERWYN PARK DISTRICT BOARD OF COMMISSIONERS
MONTHLY BOARD MEETING MINUTES: SEPTEMBER 2023**

**1619 Wesley Ave, Berwyn, Illinois
September 14, 2023 at 6:30 p.m.**

1. Call To Order:

- A. President Jim Kearns called the regular monthly meeting of the North Berwyn Park District Board of Commissioners to order at 6:30 p.m.
- B. The meeting began with the Pledge of Allegiance.
- C. Upon roll call being taken, the following commissioner were present:

Commissioners: Kelly Diaz, Commissioner
Jim Kearns, President
John Kearns, Vice President
Angel Avalos, Jr., Secretary
Mark Sladek, Treasurer

Staff: Joe Vallez, Executive Director

- D. President Jim Kearns requested approval of the September 14, 2023 Agenda.

Vice President John Kearns made a motion to approve the September 14, 2023 Regular Board Meeting Agenda. Commission Kelly Diaz second the motion. Motion unanimously carried.

2. Approval of Minutes:

- A. President Jim Kearns requested approval of the minutes of the Regular Board Meeting of August 10, 2023.

Secretary Angel Avalos, Jr. made a motion to approve the minutes of the Regular Board Meeting of August 10, 2023. Commission Kelly Diaz second the motion. Motion unanimously carried.

3. Correspondence:

- A. Executive Director Joe Vallez shared various correspondences he received with the Board of Commissioners.

4. Public Comment:

- A. No Person Public Comment
- B. No Emails Sent in for Public Comments

5. Treasurer's Report:

- A. Treasurer Mark Sladek presented the Cash Disbursement report. President Jim Kearns requested approval of the Cash Disbursement report.

Vice President John Kearns made a motion to approve the Cash Disbursement report. Secretary Angel Avalos, Jr. second the motion. Motion unanimously carried.

- B. Treasurer Mark Sladek presented the Finance Report. President Jim Kearns requested approval of the Finance Report.

Vice President John Kearns made a motion to approve the Finance Report. Secretary Angel Avalos, Jr. second the motion. Motion unanimously carried.

6. Staff Reports:

A. Executive Director Report:

1. NBPD 2.0 –

- Executive Director Joe Vallez informed the Board of Commissioners the façade was replaced at the Joseph C. Vallez Activity Center.
- The construction and installation of the Veteran Memorial is underway at the Joseph C. Vallez Activity Center.
- Executive Director Joe Vallez is looking to remove the overhang at Joseph C. Vallez Activity Center and continues to get appraisals.
- New phone lines and computers are being installed at the Joseph C. Vallez Activity Center. The goal is to move some staff into the Joseph C. Vallez Activity Center.
- The vacant lot located on 15th and Maple Street is being re-seeded in September. The contractor has until the end of September to complete the job, otherwise they will not receive the remaining payment of \$15,000.

- Executive Director Joe Vallez discussed the possibility of a community survey regarding Master Plan input.
 - Executive Director Joe Vallez discussed the non-binding referendum questions regarding a deep water pool at Mackin Park.
 - Executive Director Joe Vallez discussed the 3-5 year capital replacement plan. The Board of Commissioners and Executive Director need to schedule a date to discuss the capital replacement plan in detail.
2. JCV Center
 - Citizenship Workshop with Congressman Chuy Garcia to be held on August 26, 2023.
 - On November 11th at 1:00 p.m., NBPd will host a Veteran's Memorial Dedication and Luncheon.
 - Upcoming rentals at the JCV Center are scheduled for September 16th, and October 28th. The JCV Center is open for private party bookings.
 3. Marachi 5K Run: August 19th
 - The North Berwyn Park District secured \$54,000 in sponsorships and collected \$27,000 in registration fees from a total of 926 registered runners. An estimated 2500 people attended the after party.
 4. Hispanic Heritage Celebration: September 23
 - The North Berwyn Park District held a Hispanic Heritage Celebration scheduled on September 3rd at the Joseph C. Vallez Activity Center. The event featured a variety of art projects, 30 craft vendors, delicious food vendors, classic car show and variety of music and entertainment.
 5. Administrative Report
 - The BASE Registration and Fall registration has started. Evelyn Villalobos has been hired as a new front desk person. Access One install has been scheduled at the Joseph C. Vallez Activity Center.
 6. Recreation Report
 - On August 12th, an Art reception was held and displayed the wonder work from the summer programs. Approximately 70 individuals attended the Art reception.
 7. Republic Bank had a data issues. The North Berwyn Park District's accounts are safe.

8. On September 30th, the Circuit Court Clerk will be hosting an event at the Joseph C. Vallez Activity Center beginning at 10 am.
9. The 2023 NRPA Annual Conference is scheduled to take place in Dallas, Texas, from October 10th to 12th. President Jim Kearns, Vice President John Kearns and Executive Director Joe Vallez plan to attend the 2023 NRPA Annual Conference.
10. The 2024 Illinois Park and Recreation Association conference will be held on January 25th – 27th at the Hyatt Chicago.

B. WSSRA:

Commissioner Kelly Diaz attended the September WSSRA Board meeting on September 12, 2023. She discussed a new policy change for the board members. WSSRA is looking to increase their membership dues between 2% - 5%. The 2024 budget will be presented in November or December.

7. Old Business:

- A. The façade at the Joseph C. Vallez Activity Center was replaced. Executive Joe Vallez is scheduled to meet with the architect to discuss additional plans for Joseph C. Vallez Activity Center.

The garage located at property 16th and Clearance was fixed due to roof collapsing. Eventually the floor will need to be fix due to soil samples.

- B. Executive Director Joe Vallez plan to circulate additional documentation to the Board of Commissioners regarding the Master Plan.

- C. The 2023 NRPA Annual Conference is scheduled to take place in Dallas, Texas, from October 10th to 12th. President Jim Kearns, Vice President John Kearns and Executive Director Joe Vallez plan to attend the 2023 NRPA Annual Conference.

8. New Business:

- A. Executive Director Joe Vallez presented the Board of Commissioners with a proposal for façade and concrete pad removal not exceeding \$28,000. President Jim Kearns requested approval for the façade and concrete pad removal.

Commissioner Kelly Diaz made a motion to approve the façade and concrete pad removal. Vice President John Kearns second the motion, Motion unanimously carried.

- B. Executive Director Joe Vallez presented the Board of Commissioners with referendum question on the next coming election. President Jim Kearns requested approval to seek additional guidance from attorney regrading referendum question.

Secretary Angel Avalos, Jr. made a motion to seek additional guidance from attorney regarding referendum question. Vice President John Kearns second the motion. Motion unanimously carried.

9. Executive Session:

There was no executive session.

10. Re-Convene to Open Session:

There was no need to re-convene to open session.

11. Possible Action, If Necessary:

There was no possible action.

12. Adjournment:

President Jim Kearns requested approval to adjourn the meeting.

Vice President John Kearns made a motion to adjourn toe regular meeting at 8:32 p.m. Commissioner Kelly Diaz second the motion. Motion unanimously carried