

**OLYMPIA FIELDS PARK DISTRICT
MINUTES OF THE 750th REGULAR MEETING
Tuesday, April 21st, 2020 6:00 p.m.
Bradford Barn**

President Carlton-Jordan called the meeting to order at 6:05 P.M.

Pledge of Allegiance/Roll Call:

Board Members Present via Zoom Call: President Carlton-Jordan, Commissioner Robinson, Commissioner Hurley, Commissioner Britt-Johnson

Board Members Absent: None

Also, Present: Treasurer Beverly Meekins, Executive Director Jesus Vargas, Attorney Eric Anderson.

Open Forum: NONE

Additions or Corrections to Agenda: None

Approval of Minutes:

Motion made by Com. Hurley and seconded by Com. Britt Johnson to approve Minutes of the 749th regular board meeting of March 17th, 2020.

Motion made by Com. Robinson and seconded by Com. Hurley to approve Executive Minutes 749th regular board meeting of March 17th, 2020 with the change on last paragraph by removing the title of commissioner Vargas to Director Vargas.

Staff Reports: Executive Director Vargas reported to the board the effects of the stay at home order had on Recreation Programs, Events and Rentals for the month of March. Summer Camp is tentatively a program we are working on getting to go. President Carlton-Jordan followed up by asking if Rich Township has responded to invitation to having their children participate in our summer camp. Executive Director Vargas stated that he contacted Mark Mason with no response yet. Commissioner Britt-Johnson asked if we have been contacting renters about our closure and possible options for future rentals. Executive Director Vargas stated that we have been in communication with all renters regarding upcoming rentals and providing options for their events. All other information presented was from Directors Report provided to commissioners. President Carlton-Jordan also asked ED Vargas and Attorney Anderson to explain to all new commissioners the relationship between Irons Oaks and what types of programs they offer.

Financial Reports:

Approval of Claims List: Commissioner Robinson motioned to approve Claims for March 2020 in the amount of **\$28,870.13** Seconded by Commissioner Johnson.

Commissioner Johnson had a question about the Cull House electrical bill being so large, it was explained that this charge was for the barn and cull house combined. Commissioner Johnson asked about a Comcast Re-issue check it was explained that this was an online bill pay and when this is not cashed, money gets redeposited back into account, then a new check is re-issued.

Treasurers Report: Treasurer Meekins presented her report. Commissioner Robinson asked Treasurer Meekins why beginning balance of March financials did not match ending balance of February financials, it was explained that adjustments were made between the months in the time of presentation. Treasurer Meekins will show adjustments made when and if needed for future reports. Commissioner Johnson asked for the difference between Book Balance, Fund Balance and Beginning Balance on Treasurers Report, Treasurer Meekins provided explanation to commissioner's satisfaction.

Commissioner Britt-Johnson asked how does summery versus actual budget relate to Treasurers Statement of Revenue. Treasurer Meekins explained to commissioner's satisfaction. Commissioner Britt-Johnson asked what Bond proceeds are. Treasurer Meekins explained to commissioner's satisfaction. Commissioner Britt-Johnson asked about page 19 of treasurer's report Profit and Loss line item. Treasurer Meekins explained to commissioner's satisfaction.

Old Business:

None.

New Business:

- A. Olympia Fields Park District response to Covid-19 Executive Director Vargas provided following Memo:

Olympia Fields Park District Facility and Programming Update

EFFECTIVE MARCH 18, 2020 Programs / Rentals.

As a public health precaution:

- All youth, adult and senior programs will be cancelled.
- All senior trips will be cancelled during this period.
- All private parties/rentals will be cancelled and can be rescheduled or refunded at the patron's discretion.

The above schedule is anticipated to be effective from 03/18/20 through 04/05/20. As this situation remains fluid, the Olympia Fields Park District will make the necessary changes to our facilities and programming. We are carefully monitoring developments regarding the global spread of COVID-19 (Coronavirus). We are following the most current recommendations for treatment and preventing the potential spread of infection. The health and safety of our community is of utmost importance to the Olympia Fields Park District.

We will be answering phone calls and returning voicemail messages:

Monday-Friday 9:00 A.M.-4:00 P.M.

at 708-481-7313 X221 or 708-481-7313 X226

Replying to emails at reception@ofparks.org

We will follow recommendations put forth by the Illinois Department of Public Health

(IDPH) www.dph.illinois.gov and

the Centers for Disease Control and Prevention

(CDC) www.cdc.gov/coronavirus/2019-nCov/index.html

Correspondence:

- A. None.

Meeting Adjourned:

President Carlton-Jordan adjourned the meeting at 7:06 P.M. and announced the next meeting is scheduled for May 19th, 2020 at 6:00 PM in the Bradford Barn.

Respectfully submitted,
Jesus Vargas, Secretary