

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD
AT 401 E. CAMP MCDONALD ROAD IN SAID DISTRICT
ON THE FOURTH DAY OF APRIL 2024 AT 7:00 P.M.**

- I. The President called the meeting to order at 7:00 p.m. and directed Crista Altergott, Administrative Assistant & Risk Management to call the roll. Upon roll being called, the following Commissioners answered present: Jennifer Rezek, Nancy Parra and Robert Hoban III. Commissioners Leah Lussem and Melissa Ackerman were absent. Also present were Executive Director Bret Fahnstrom, Superintendent of HR and Finance David Oswald, Superintendent of Communications and Marketing Christine Powles, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Mike Hanley and Recreation Supervisor of Athletics Josh Mulholland.

- II. Visitors Comments
 - a. None

- III. The Agenda for April 4, 2024, was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Hoban and approved by common consent.

- IV. Approval of Minutes for the Regular Meeting of March 21, 2024. Approval will be tabled until the next Board Meeting on April 18, 2024.

- V. Approval of the Treasurer's Report for February 2024. Superintendent of Finance and HR David Oswald led the group through February highlights which included a comparative look at February Registration and Rental Revenue from 2022, 2023 and 2024 and an explanation of Sick Day Payouts. Commissioner Hoban requested clarification on the YTD Expenses numbers provided. Commissioner Hoban moved to approve the Treasurer's Report for February 2024, as presented. The motion was seconded by Commissioner Parra. Upon the roll being called, the Commissioners voted as follows:

AYE:	Jennifer Rezek, Nancy Parra, Robert Hoban III
NAY:	None
ABSENT:	Leah Lussem, Melissa Ackerman

- VI. Communications
 - a. 2023 Annual Youth & Adult Athletics Report – Recreation Supervisor of Athletics Josh Mulholland
 - Mulholland presented key details of Youth and Adult participation from 2023. Mulholland believes we are building back up post Covid due in part to expanding programs that are running well and making small changes to programs not performing well.
 - Youth Basketball, Youth Baseball and Youth Volleyball programs saw a significant increase from 2022 participants. The increase in numbers for Youth Volleyball is impressive given the program is only a few years old.
 - Adult Athletics decreased slightly but remains consistent within average numbers from years past. The Bags League continues to grow at 70 teams with the goal next year of having 90 teams.

- Mulholland noted the difficulties of park districts to draw in adults, particularly young adults. Commissioners Parra, Hoban and Rezek led a discussion about potential barriers to participation and ideas for growth.

b. Annual Park Tour – Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom proposed dates for the 2024 Park Tour to the Board Members in attendance. Due to two missing Board Members, Commissioner Rezek requested an email be sent to inquire about potential dates.

c. Miscellaneous Communications – Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom presented the 2024 Coupon Book. Superintendent of Recreation Patti Mitchell pointed out that this will be the final year of the Coupon Book. Upon Commission Hoban’s inquiry Mitchell explained how cumbersome the process is internally. Director Fahnstrom also noted that while the Foundation makes money on the Coupon Book, the Park District loses money making it fiscally irrelevant.
- Director Fahnstrom also presented a letter of appreciation from D23 PTO upon receiving a donation for a recent fundraiser. Fahnstrom gave a brief overview on the donation process.

VII. Old Business

- a. None

VIII. New Business

a. Paycom – Executive Director Bret Fahnstrom and Superintendent of Finance & HR David Oswald

- Superintendent Oswald provided an overview of the decision for the District to pursue the services of Paycom including the background which prompted the decision and the process of vendor selection.
- Commissioners Rezek, Hoban and Parra have asked to table the approval contracting with Paycom for Payroll and HR Onboarding services as presented until the next Board Meeting on April 18, 2024. Additional details have been requested to be presented prior to the Meeting.

IX. Commissioner Comments

- a. Commissioner Parra noted on a recent trip that tennis courts were painted to be dual purpose of tennis and pickleball courts. This allows for flexibility and maximum usage of the space.

X. Executive Session

- a. None

XI. Action as a Result of the Executive Session

- a. None

XII. Adjournment. There being no further business to discuss, Commissioner Parra made a motion to adjourn the meeting at 7:57 pm. The motion was seconded by Commissioner Hoban and approved by comment consent.

President

Secretary