



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
January 27, 2025**

Call to Order:

At 6:30 p.m. President Looman called the meeting to order.

Commissioners Present: Jamie Herrmann, Jennifer Reid, Nathan Looman, Tamara Chiu (arrived at 6:50 pm)

Commissioners Absent: Meagan Tiffany

Staff Present: Laura Schraw- Executive Director, Patti Prill- Finance/HR Director

Commissioner Herrmann made a motion to approve the agenda. Seconded by Commissioner Reid. Motion passed 3 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: Girl Scout Troop 2258 spoke to the Board of Commissioners in regard to a Free Little Library at Seyller Park. Each Girl Scout participated in the presentation. The girls will earn a badge when it is completed. The Scouts asked the Board of Commissioners permission to build the Free Little Library in front of Little People Playtime.

Agenda

Consent Agenda

- A. Approval of November 18, 2024 Meeting Minutes**
- B. Approval of December 2, 2024 Public Hearing Meeting Minutes**
- C. Approval of December 2, 2024 Meeting Minutes**
- D. Approval of January 13, 2025 Working Meeting Minutes**
- E. Approval of payables paid between meetings from 11/15/2024 to 1/24/25 in the amount of \$197,437.87.**
- F. Approval of Transfer of Funds within Heartland Bank, from Money Market #9632 to Checking Account #0235 in the amount of \$50,000.00.**
- G. Approval of Transfer of Funds within Heartland Bank, from Money Market #9624 to Checking Account #0235 in the amount of \$50,000.00.**
- H. Approval of Transfer of Funds within Heartland Bank, from Money Market #9632 to Checking Account #0235 in the amount of \$50,000.00.**
- I. Approval of Transfer of Funds within Heartland Bank, from Money Market #9632 to Checking Account #0235 in the amount of \$100,000.00.**

Commissioner Herrmann made a motion to approve the consent agenda items. Seconded by Commissioner Reid. Motion passed 3 Ayes, 0 Nays, 0 Abstain.

Staff Reports- Staff reports were submitted electronically prior for Commissioner review. Executive Director Schraw updated the Board on the status of the ice rink and the liner (which is brand new) which the Park District will be returning/exchanging.

Commissioner and Staff Comments- Discussion was had regarding Finance Director Prill working on renewing her notary stamp. Commissioner Herrmann inquired about thinking of another staff member working on getting their notary as well. President Looman shared about the employee appreciation event and how well attended it was.

Old Business-

New Business

A. Free Little Library- Girl Scout Troop 2258 is building a Free Little Library as part of their woodworking/building badge and has asked to put it in one of our parks. Troop 2258 presented to the Board their proposal. Commissioner Reid made a motion to approve the project located at Little People Playtime. Seconded by Commissioner Herrmann. Motion passed with 3 Ayes, 0 Nays, 0 Abstain.

B. Abatement Ordinance #2025-01- Executive Director Schraw presented an ordinance abating the tax hereto levied for the year 2024 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015, of the Hampshire Township Park District. Commissioner Reid made a motion to approve the abatement ordinance 2025-01. Seconded by Commissioner Herrmann.

President Looman called the roll-

Chiu- Aye

Herrmann- Aye

Looman- Aye

Reid- Aye

Tiffany- Absent

Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

C. Program and Rental Rates- Staff presented their proposed rate increases for programs to help offset the increase in operations. Commissioner Chiu made a motion to approve the rate increases for programs and rental change fees. Seconded by Commissioner Herrmann. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.

D. Budget Calendar 2025- Executive Director Schraw presented the proposed budget calendar for the FY26 Budget. Commissioners had the opportunity to ask any questions.

E. Seyller Park Progress Report- Executive Director Schraw provided the Board of Commissioners with an updated Seyller Park Progress report. Commissioners had the opportunity to ask any questions with the status of the project.

Adjournment: At 7:12 p.m. Commissioner Reid made a motion to adjourn the meeting. Seconded by Commissioner Herrmann. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.