

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
JULY 18, 2023
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:07 p.m. by President Callahan.

ROLL CALL – President Callahan called for the roll. Commissioners in attendance were Bell, Tilmon, Gray, and Callahan. Larson was absent.

Staff in attendance were Director of Finance Brent Strumpf; Director of Talent and Culture Lynn Boerman; Director of Community Recreation Brittany Meyer; Director of Creative Development and Community Engagement Katie Burgess; Executive Assistant Lindsey Williams and Executive Director Allison Niemela. Legal Counsel Erin Monforti was also in attendance.

PLEDGE OF ALLEGIANCE – All stood for the Pledge of Allegiance.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA – None.

CONSENT AGENDA - President Callahan entertained a motion to establish the Consent Agenda as presented which included approval of the following: Approval of Minutes from the Special Board Meeting held on June 6, 2023; Approval of Minutes from the Regular Board Meeting held on June 20, 2023; Approval of Minutes from the Executive Session held on June 20, 2023; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; and Approval of Purchases. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Abstain: None. Absent: Larson. Motion carried.

President Callahan entertained a motion to approve the Consent Agenda as established. Motion was made by Tilmon, seconded by Gray to approve the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Abstain: None. Absent: Larson. Motion carried.

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – Commissioner Tilmon enjoyed volunteering in the tent during Windmill City Festival and complimented staff; Commissioner Bell had a great time volunteering with her family at Windmill City Festival and her daughter enjoyed the Pet Competition; Commissioner Gray received great feedback about Windmill City Festival and complimented staff on Hall Quarry Beach.

PRESENTATIONS –

A: Auditors Presentation of the FY 22 Comprehensive Annual Financial Report:
Dan Berg of Sikich, LLP reviewed the audit process and commended staff on a

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clean and efficient audit. President Callahan acknowledged Berg's time and service as an Auditor and the commitment of the District to transparency and financial responsibility. Berg will be retiring so this will be his last Park Board meeting. Batavia Park District is expected to be Awarded the Certificate of Achievement for Excellence in Financial Reporting from the Governors Finance Officers Association for FY 2022.

B. Museum Assessment Program (MAP) Update:

Kate Garrett, Batavia Depot Museum Director reviewed the completed Museum Assessment Program with the Board. Garrett presented the background of the program, the process, recommendations, and future goals for the Depot Museum. President Callahan thanked Director Garrett for taking on this project and appreciates staff looking for new ways to improve and add value to the community.

CORRESPONDENCE – President Callahan acknowledged a thank you note from New Horizons Preschool Teacher Kaylee Gallagher for sympathy flowers received after the loss of her mother.

STAFF REPORTS – Director of Finance Strumpf stated the Budget Kick-Off Meeting was held today. He thanked the volunteer groups for their help at Windmill City Festival. He is preparing a financial summary for Windmill City Festival and hopes to present it to the Board at the September meeting.

Director of Talent and Culture Boerman noted the employee engagement survey has been completed and we will have results by early August with the official announcement to come in November. The Park District is fully staffed with full-time employees and the next focus will be staffing for the Kids Club.

Director of Community Recreation Meyer invited the Board to a sneak peak of the new Depot Museum exhibit highlighting the history of Batavia Schools. The exhibit will open on August 4th. Meyer noted some fall registrations such as "S'mores & More" are over halfway full and she encouraged BATV viewers from home to register early to secure their spot.

Director of Creative Development and Community Engagement Burgess gave the following announcements: 1) Registration has opened for residents for fall programs and will open to non-residents on July 31st; 2) The Fall Fun Guide has many great programs and trips scheduled; 3) The Hall Quarry Beach closes on August 13th and a