

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
DECEMBER 20, 2022  
CIVIC CENTER – BARTHOLOMEW ROOM**

**REGULAR MEETING** – The regular meeting was called to order at 7:02 p.m. by President Callahan.

**ROLL CALL** – President Callahan called for the roll. Commissioners in attendance were Riley, Tilmon, Gray and Callahan. Commissioner Connolly was absent.

Staff in attendance were Director of Finance Brent Strumpf; Director of Facilities and Trades Josh Wyant; Director of Parks Kim Hansen; Director of Community Recreation Brittany Meyer; Director of Marketing and Public Relations Debbie Gentry; Director of Talent and Culture Lynn Boerman; Executive Assistant Lindsey Kaminsky and Executive Director Allison Niemela. Legal Counsel Megan Mack 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 November 15, 2022; Approval of Minutes from the Regular Board Meeting held on November 15, 2022; Approval of Minutes from the Executive Session held on November 15, 2022; Approval of Minutes from the Special Board Meeting held on November 29, 2022; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; Approval of Purchases; Approval of Ordinance #407: Surplus Property. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Riley and Callahan. Nays: None. Abstain: None. Absent: Connolly. Motion carried.

President Callahan entertained a motion to approve the Consent Agenda as established. Motion was made by Tilmon, seconded by Gray. A voice vote was taken and the motion passed unanimously.

**GUESTS - MATTERS FROM THE PUBLIC** – None.

**MATTERS FROM THE COMMISSIONERS** – None.

**BATAVIA PARKS FOUNDATION** – Foundation Board Secretary Sarah Ryerson provided an overview of the Foundation’s 2022 accomplishments. Secretary Ryerson stated the Foundation has raised nearly 90% of their fundraising goal for the Peace on Earth Campaign and continue to work on the project. The Foundation hopes to have a ribbon cutting for the Peace Bridge at the

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September 21, 2023 International Day of Peace event. The Foundation will share its 2023 work goals at the February 2023 Park Board Meeting.

**PRESENTATIONS –**

- A. Fiscal Year 2023 Annual Operating Budget** – Finance Director Strumpf presented the Board with a high level overview of the proposed fiscal year 2023 budget.

**CORRESPONDENCE** – President Callahan acknowledged the following correspondence: 1) An email from the Batavia Public Library thanking Executive Director Niemela for participating in Holiday Readings at the Celebration of Lights event.

**ANNOUNCEMENTS** – Director of Marketing and Public Relations Gentry read the following announcements: 1) The District’s community-wide needs assessment survey has been randomly mailed to 3,000 households within the Batavia Park District Boundaries. The survey will also be available online for residents to complete; 2) Conditions for ice skating on the Depot Pond are monitored daily. A green flag at the Riverwalk indicates the pond is open for skating and a red flag indicates skating is prohibited. Updates will also be posted at [bataviaparks.org](http://bataviaparks.org); 3) The Snowman Building Contest will officially begin on January 18. Find more information and contest rules at [bataviaparks.org](http://bataviaparks.org).

**STAFF REPORTS** – Director of Finance Strumpf noted the 2023 IAPD/IPRA Soaring to New Heights Conference will be held January 26 – 28, 2023.

Director of Facilities and Trades Wyant announced Jim Redmon, Superintendent of Facilities and Trades, will be returning to the Park District in January of 2023, after a year-long National Guard deployment in Djibouti, Africa.

Director of Parks Hansen noted Alex Macias, Superintendent of Parks, passed the International Society of Arboriculture (ISA) Certified Arborist exam.

Director of Community Recreation Meyer invited the Board to the District’s Annual Staff Recognition Party, which will be held on Friday, January 13, 2023.

Director of Marketing and Public Relations Gentry stated the Marketing team will register and submit designs in four categories for the 2023 IPRA/IAPD Conference’s Agency Showcase competition: Printed Brochure Series, Logo Design, Print Communication (Informational) and Video (Short Form).