

Superior Township Park Commission
Regular Meeting
December 15, 2014

Adopted Minutes

- I. Call to Order
The meeting was called to order by Vice-Chair Uva Wilbanks at 6:30 pm.
- II. Roll Call
Park Commissioners present: Uva Wilbanks, Marion Morris, Sandi Lopez, Mirada Jenkins, Terry Lee Lansing, Martha Kern-Boprie

Park Commissioners absent: Jan Berry

Other present: Trustee Alex Williams, Keith Lockie, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Tom Brennan
- III. Flag Salute
Vice-Chair Uva Wilbanks led those assembled in the Pledge of Allegiance to the flag.
- IV. Agenda Approval
It was moved by Sandi Lopez and supported by Marion Morris to approve the agenda as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. November 17, 2014
It was moved by Sandi Lopez and supported by Marion Morris to approve the minutes of 11/17/14 with correction to the Administrator's Report. Insert the word "Park" between "Oakbrook" and "and" in the third sentence. The motion carried.
- VI. Citizen Participation
Tom Brennan introduced himself to the Park Commission. He is a township resident, and seeking to be more involved in township government.
- VII. Board Liaison Report
Trustee Alex Williams commented that the Board Meeting report on the November 17 Township Board Meeting submitted by Martha Kern-Boprie was thorough, and he had nothing to add to it.
- VIII. Park Reports
 - A. Chairperson
Chair Jan Berry was absent.
 - B. Administrator
Keith Lockie submitted a written report. Rental forms to allow Superior Land Preservation Society (SLPS) to use the Old Township Hall for their 2015 meetings are included with the Commission meeting packet.
Proposed Park Commission 2015 meeting schedule on the fourth Monday of the month at 6:30 pm is enclosed with the meeting packet.
A template for the Township Board Meeting Attendees 2015 schedule is enclosed with the packet.

A budget amendment is enclosed that will adjust a few accounts. This amendment will be acted upon at the December Township Board Meeting. The Park Fund should close the year by transferring \$8,267 to reserves.

Maintenance activity:

- Painted trash barrels and replaced some
- Fallen trees were removed at multiple parks
- Cleaned out Old Township Hall
- Electronic equipment was recycled
- Unused toys and games were donated to Goodwill

- C. Board Meeting Attendee
Martha Kern-Boprie submitted a written report on the 11/17/14 Township Board Meeting.
- D. Park Steward
No report.
- E. Safety
There were no accidents or injuries in the past month.

It was moved by Marion Morris and supported by Mirada Jenkins to receive the Park Reports. The motion carried.

IX. Communications

- A. Christmas Lunch Flyer
- B. SLPS Building Rental Form for 2015
- C. 2015 Park Commission Meeting Schedule
- D. 2015 Township Board Meeting Attendees Schedule
- E. 11/17/14 Board Meeting Attendee report from Martha Kern-Boprie
- F. December 2014 Budget Amendment

It was moved by Marion Morris and supported by Terry Lee Lansing to receive the Communications. The motion carried.

X. Old Business

XI. New Business

- A. 2015 Superior Land Preservation Society (SLPS) Old Township Hall Rental
It was moved by Terry Lee Lansing and supported by Mirada Jenkins to approve rental of the Old Township Hall to SLPS for meetings during 2015. The motion carried.

- B. 2015 Park Commission Meeting Schedule

It was moved by Marion Morris and supported by Sandi Lopez to establish the 2015 Park Commission meeting dates and times as the fourth Monday of the month at 6:30 pm with the exception of May when the meeting is scheduled on Tuesday, May 26 at 6:30 pm. The specific meeting dates are:

January 26, 2015	6:30 pm	July 27	6:30 pm
February 23, 2015	6:30 pm	August 24	6:30 pm
March 23, 2015	6:30 pm	September 28	6:30 pm
April 27	6:30 pm	October 26	6:30 pm
May 26 (Tuesday)	6:30 pm	November 23	6:30 pm
June 22	6:30 pm	December 28	6:30 pm

The motion carried.

C. 2015 Township Board Meeting Attendees Schedule

Park Commissioners discussed the 2015 Township Board Meeting schedule and volunteered to attend meetings on behalf of the Park Commission. Township Board meetings begin at 7:00 pm in 2015. It was moved by Martha Kern-Boprie and supported by Marion Morris to establish the following Board Meeting Attendees Schedule:

<u>Township Board Meeting date</u>	<u>Park Commissioner attending</u>
January 20, 2015	Martha Kern-Boprie
February 17, 2015	Sandi Lopez
March 16, 2015	Terry Lee Lansing
April 20, 2015	Marion Morris
May 18, 2015	Mirada Jenkins
June 15, 2015	Uva Wibanks
July 20, 2015	Mirada Jenkins
August 17, 2015	Uva Wilbanks
September 21, 2015	Martha Kern-Boprie
October 19, 2015	Marion Morris
November 16, 2015	Sandi Lopez
December 21, 2015	Terry Lee Lansing

The motion carried.

XII. Bills for Payment

It was moved by Martha Kern-Boprie and supported by Marion Morris to approve paying the bills totaling \$16,580.61. The motion carried.

XIII. Financial Statements

It was moved by Marion Morris and supported by Terry Lee Lansing to receive the 11/30/14 financial statements. The motion carried.

XIV. Pleas and Petitions

Marion Morris commented that the signage in Ellen Elliott Weatherbee Woods has been installed. The signage is very attractive.

XV. Adjournment

It was moved by Terry Lee Lansing and supported by Mirada Jenkins to adjourn at 6:50 pm. The motion carried.

Submitted by,
Martha Kern-Boprie, Park Commissioner & Secretary