

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 JOINT MEETING WITH THE URBANA PARKS FOUNDATION
 MINUTES – BOARD STUDY SESSION & EXECUTIVE SESSION
 TUESDAY, DECEMBER 3, 2024
 7:00 PM
 PLANNING AND OPERATIONS FACILITY
 1011 E. KERR AVENUE
 URBANA, ILLINOIS 61802**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, December 3, 2024 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 7:00 pm. The notice and agenda of the meeting were posted at the park district administrative office and at the location of the meeting. Copies of the notice and agenda were received by each commissioner of the district and by local newspapers, radio, and television stations at least forty-eight hours before the meeting in compliance with the Open Meetings Act of the State of Illinois. A copy of the notice and agenda is attached to the minutes. Also available for inspection are all documents that were reviewed or approved at the meeting.

COMMISSIONERS	PRESENT	ABSENT
President Michael Walker	X	
Vice-President Cedric Stratton	X	
Commissioner Laura Hastings	X	
Commissioner Roger Digges	X	
Commissioner Meredith Blumthal		X

Also present were Tim Bartlett, Executive Director;
 Corky Emberson, Superintendent of Recreation;
 Laura Orcutt, Superintendent of Business Services;
 Derek Liebert, Superintendent of Planning and Operations;
 Kelsey Beccue, Development Manager;
 Ellen Kirsanoff, Urbana Parks Foundation;
 Jim Conlin, Urbana Parks Foundation;
 Jake Wolf, Urbana Parks Foundation;
 Nancy Delcomyn, Urbana Parks Foundation;
 Joe DeLuce, Urbana Parks Foundation;
 Marianne Downey, Urbana Parks Foundation;
 Sarah Nemeth, Urbana Parks Foundation;
 Carolyn Trimble, Urbana Parks Foundation;
 Michael Stevenson, Urbana Parks Foundation;
 Chris Sheer, Urbana Parks Foundation;
 Pallassana Balgopal, Urbana Parks Foundation;
 Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 7:00 PM.

- A. Remote Attendance
There was no remote attendance requested.

II. Accept Agenda
COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO ACCEPT THE AGENDA AS PRESENTED. ALL SAID “AYE”, MOTION CARRIED UNANIMOUSLY.

- III. Public Comment**
There were no comments from members of the public.

IV. Discussion

A. Joint Discussion with Urbana Parks Foundation

1. UPF Information for UPD Board

a. UPF Organizational Updates

Ellen Kirsanoff stated that the Urbana Parks Foundation has been working on many internal efforts, including structure, operations, and goals.

i. Committee Structure Changes

Ellen Kirsanoff noted that the UPF’s formal committees have been reorganized and that the Events and Fundraising committees have been combined to form the Fundraising and Stewardship Committee. She noted that fewer committees will provide for better efficiency when working on projects.

ii. UPF Marketing Changes

Ellen Kirsanoff presented information on changes to the UPF marketing efforts, specifically a plan for better coordination with the UPD by sharing in staff efforts.

iii. Organizational Development

Kelsey Beccue noted that the UPF is beginning an internal strategic planning process with a focus on organizational operations and development. She stated that this development will equip the UPF with the tools to achieve maximum impact.

iv. Strategic Planning

Kelsey Beccue stated that once the UPF is through the internal development process, there will be greater opportunity for additional Strategic Planning, which Trustee Joe DeLuce can assist with.

b. UPF Fundraising Committee Updates

Kelsey Beccue noted the Fundraising Committee is focusing in on growing the annual campaign and building up donor relations.

c. UPF Financial Committee Updates

Jim Conlin reviewed the financials for the year, including income and disbursements. He also noted that the Finance Committee has been meeting to develop policies and procedures for increased continuity and transparency in the financial management process.

- i. Action to Approve December 2024 Distribution to the Urbana Park District

Trustee Ellen Kirsanoff made a motion with a second by Trustee Delcomyn to approve the December 2024 distribution to the Urbana Park District. All said “aye”, motion carries unanimously.

- d. UPF Nominating Committee Updates

Jake Wolf noted that the UPF added 3 new Trustees in 2024 and encouraged continued recommendations for potential Trustees.

- e. UPF Accomplishments

- i. Vincent Greene Fund

Kelsey Beccue stated that the UPF is promoting this fund more directly and that it is growing nicely at the Community Foundation. She noted that next steps would be leveraging the fund for results, especially in light of the new Health and Wellness Center.

- ii. Robin Hall Fund for Public Art

Ellen Kirsanoff noted that the UPF wants to use the Robin Hall Fund as a fundraising tool in order to leverage additional donations for arts and culture initiatives through the District.

- iii. PrairiePlay Campaign

Ellen Kirsanoff stated that the deadline for purchasing a picket is January 25, 2025 and the grand opening event will be May 3, 2025.

- iv. H&W Campaign

Ellen Kirsanoff noted that Health and Wellness Center memberships are now on sale and that there will be a grand opening event in January 2025. She also stated that the UPF held its Holiday Party at the new facility, and that next steps in supporting the project will be fundraising efforts for the planned outside amenities.

- v. Community Support (CUSR, Champaign County Bikes, KRT)

Kelsey Beccue stated that the UPF branched out this year in supporting community events to other agencies/affiliates

with similar missions.

2. UPD Information for UPF Board

- a. Report from UPD Board President, Michael Walker
President Walker commented that the UPF's efforts over the last year really made the Health and Wellness Center possible. He also noted PrairiePlay playground at Meadowbrook Park and the new Continuum sculpture as other projects where the UPF provided critical support .

President Walker also noted several upcoming changes in the UPD Board and staff due to retirements.

- b. Capital Projects Updates
Derek Liebert reviewed several upcoming capital projects, including the solar project and a new trail at Southridge Park.
- c. 2025 Funding Priorities (Priority Projects)
UPD staff reviewed the 2025 Priority Projects Report. Staff noted the report is not an exhaustive list of all projects or a directive to the UPF, but a good list of major projects to potentially present to donors as options. The focus areas include Health and Wellness Center, Placemaking, You Belong Here, Scholarships, Trails & Connectivity, and the Kickapoo Rail Trail Pavilion

3. Strategies for UPD and UPF to Support Priority Projects

Board, staff, and the UPF discussed ways to support and utilize key projects to accomplish mutual goals. Ideas included lobbying for project funding at the state and national levels, casting a wide net for larger projects that benefit the entire region, expanding corporate support, and naming opportunities.

V. Comments from Commissioners

The Board thanked the Urbana Parks Foundation trustees for their time and hard work. President Walker noted that the UPD Board is always open to suggestions or ideas from the Foundation.

Director Bartlett thanked Jim Conlin for serving as Treasurer.

VI. Adjourn to Executive Session

Executive Sessions are closed meetings and may be held subject to the restrictions of the Open Meetings Act.

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS, IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #1 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE OR DISMISSAL OF SPECIFIC EMPLOYEES. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Board entered Executive Session at 8:58 PM.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO ADJOURN THE EXECUTIVE SESSION AND RETURN TO THE REGULAR MEETING. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Executive Session adjourned at 9:50 PM.

- VII. Reconvene Study Session Meeting**
President Walker reconvened the Study Session.

- VIII. Adjourn**
President Walker adjourned the meeting at 9:51 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: January 14, 2025