

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – BOARD STUDY SESSION
 TUESDAY, NOVEMBER 7, 2023
 6:30 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, November 7, 2023 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 6:30 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 Meredith Blumthal | X | |
| Commissioner Cedric Stratton | X | |
| Commissioner Roger Digges | X | |
| Commissioner Laura Hastings | X | |

Also present were Tim Bartlett, Executive Director;
 Corky Emberson, Superintendent of Recreation;
 Laura Orcutt, Business Manager;
 Jameel Jones, Outreach and Wellness Manager;
 Janet Soesbe, Community Program Manager;
 Christina Mott, CUSR;
 Leslie Radice, Aquatics Manager;
 Kyle Mills, Athletics Supervisor;
 Savannah Donovan, Environmental Program Manager;
 Allison Jones served as Recorder.

- I. **Call to Order**
 - 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. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

- III. **Public Comment**
 Three community members commented on the Weaver Park master plan.

IV. Discussion

A. Auditor Presentation

Laura Orcutt introduced Tom Siwicki with Sikich LLC. Tom Siwicki presented the annual comprehensive financial report/annual audit. He summarized and reviewed important points, including the GFOA Certificate for Excellence in Financial Reporting, the independent auditors report, management discussion and analysis, the financial statements, statement of activities, notes, and future accounting requirements. Board and staff discussed the audit and thanked Tom for his presentation and attending the Board meeting.

B. Summer and Fall – Program Review

UPD staff presented the Summer and Fall Program Review, including updates on multiple project areas:

- Marketing: general projects, advertising, upcoming projects;
- Aquatics: CLPFAC, UIAC, summer youth programs, program & rental numbers;
- Athletics: Sports Camp, archery, kickball, Pony Baseball, Fall & Spring outdoor youth soccer, fall high school baseball, adult co-rec volleyball, pre-season shooters basketball, indoor soccer, youth basketball, pickleball, gym & field rental, events;
- Community Programs: Special Events, Wandell Sculpture Garden 25th Anniversary, Youth & Family programs, Facility rentals, partnerships, upcoming special events, age friendly partnership programs, new cooking program;
- Teen Programs: summer programs, special events and drop-in programs, collaboration among multiple UPD divisions, upcoming programs;
- Environmental: organic gardens, day camp, pre-k camp, TACO week, art show, climate action week, upcoming special events and school programs;
- Outreach & Wellness: program participation, wellness programming;
- CUSR: youth and teen programs, inclusion services, adult programs, special events, athletics/Special Olympics.

V. Comments from Commissioners

Commissioner Hastings thanked UPD staff for all their hard work this summer.

President Walker thanked staff for the presentation and detailed information in the Program Review.

VI. Adjourn

President Walker adjourned the meeting at 9:08 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: 12/12/2023