

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON JUNE 10, 2025 AT THE PARTY ROOM OF THE GENESEO COMMUNITY CENTER, 541 EAST NORTH STREET GENESEO, ILLINOIS AT THE HOUR OF 6:30 P.M.** The meeting was held pursuant to the notice posted in the office of the Park District. The meeting was called to order at 6:30 pm and upon the roll being called, the following Park Commissioners were physically present at said location: Christina Zobrist, Julia McAvoy, Chris Vorac, Angie Murray and Liz Schuler. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; Scott Himmelman, Superintendent of Facilities; Andrew Sigwalt, Superintendent of Recreation; Jodie Olson, Administrative Assistant. Citizens in attendance were: Theresa Bowton. Monica Adamski, Auditor from Lauterbach & Amen was in attendance online. President Zobrist acted as Chairman of the meeting and Commissioner Murray acted as Secretary. President Zobrist announced that a quorum was present, and the meeting having been duly convened was ready to proceed with its business.

**AUDIT REPORT:** Ms. Adamski presented the Audit Report for the Geneseo Park District for the year ended December 31, 2024, to the Board. The park district received a clean audit. Ms. Adamski brought to the attention of the Board that the Government Finance Officers Association of the United States awarded a Certificate of Achievement for Excellence in Financial Reporting to the Geneseo Park District for its comprehensive annual financial report for the fiscal year ended December 31, 2023. This was the fourteenth consecutive year the District has achieved this prestigious award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management. Ms. Adamski stated the Geneseo Park District is fiscally responsible and stable. Ms. Adamski left the meeting at this time. After a discussion, a motion to accept the Audit Report was duly made by Commissioner McAvoy, seconded by Commissioner Vorac, and approved as follows:

*McAvoy – Yes, Murray – Yes, Schuler – Yes, Vorac – Yes, Zobrist – Yes*

**APPROVAL OF MINUTES:** Upon a motion duly made by Commissioner Vorac and seconded by Commissioner Schuler, the minutes of the regular meeting held on May 13, 2025 were approved as follows:

*McAvoy – Yes, Murray – Yes, Schuler – Yes, Vorac – Yes, Zobrist – Yes*

**DISBURSEMENT REPORT:** The disbursement report was presented to the Board. Upon a motion duly made by Commissioner McAvoy and seconded by Commissioner Vorac, the disbursement report was approved as follows:

*McAvoy – Yes, Murray – Yes, Schuler – Yes, Vorac – Yes, Zobrist – Yes*

**TREASURER'S REPORT:** The Treasurer's report was presented to the Board. After a discussion, Commissioner Schuler made a motion to approve the Treasurer's Report. The motion was seconded by Commissioner McAvoy and approved as follows:

*McAvoy – Yes, Murray – Yes, Schuler – Yes, Vorac – Yes, Zobrist – Yes*

**EMPLOYEE YEARS OF SERVICE RECOGNITION:** Theresa Bowton and Jodie Olson were each recognized for 25 years of service at the Geneseo Park District.

Ms. Bowton left the meeting at this time.

## **REPORT OF OFFICERS**

**Executive Director:** Mr. Thurman and Mrs. Nelms worked together to create a video highlighting different areas of the Park District. It was a lot of fun, and the community feedback was extremely positive. We will continue to work on video content to highlight programs and activities. Mr. Thurman attended all the summer staff trainings; it's a great opportunity to introduce himself to the new and returning seasonal staff. On May 22, Mr. Thurman and Mrs. Olson attended a Resource Fair at Abilities Plus in Kewanee. We had a booth promoting primarily free movies and the splash pad, but also met with other vendors that help provide resources to families in need in Henry County. Mr. Thurman was invited to be on a segment of

QC Live on Channel 6 KWQC on May 27<sup>th</sup>. Mrs. Nelms put together pictures of several of our free programs including Movies in the Park, Movies at Central Theater, the Back to School Bash and the free splash pad hours. Mr. Thurman also touched on the Storybook Theater of Alice in Wonderland and Day Camp. A part of the Executive Director's role within the Park District is to be involved in community organizations. Mr. Thurman has been a member of the Rotary Club since 2016. On May 9<sup>th</sup> the Rotary Club hosted a Cookout Fundraiser at Fareway in which Mr. Thurman volunteered at and helped raise over \$1,000 for the organization. Mr. Thurman has also served on the Geneseo Youth Baseball Board since 2015, and volunteered to manage the concession stand at Bollen Field on May 16<sup>th</sup>. Staff have been working on updating our IT Manuals with several changes in our systems over the last few years. This requires multiple departments to update sections and make changes to the manual due to our new website coming, online storage systems, and going to the cloud-based systems with RecTrac and Incode.

**Superintendent of Recreation:** The Park District opened the Splash Pad to the public on May 12<sup>th</sup>. The Splash Pad was open from 8am – 7pm with Free Admission through May 23<sup>rd</sup>. The John and Carla Aquatic Center opened for the season on May 24<sup>th</sup>. The Splash Pad is open to the public from 8:30am – 11:30am, and then the Pool and Splash Pad opens at noon every day. The pool is open from 12pm – 5pm on Mondays, Wednesdays, and weekends. Tuesdays, Thursdays, and Fridays the pool is open until 7pm. There are two-night swims each week from 7:15pm – 9:15pm on Mondays and Wednesdays, and there is a Family Swim scheduled from 5:30 – 7pm on Wednesdays. The Summer Day Camp program began on May 28<sup>th</sup>. We currently have over 150 campers enrolled in the program, and we have averaged around 130 campers per day during the first week of camp. We have multiple field trips lined up including the Bettendorf Family Museum, Niabi Zoo, and Arcadia Bowling Alley. The Park District held its annual Kayak and Water Safety course on May 18<sup>th</sup>. The event was held at the Izaak Walton

League along the Hennepin Canal. The instructor was Christina Heald who is also our Music Class instructor. She is a Level II Kayak instructor. The Park District will once again help with the Family Fun Zone at the Geneseo Music Fest on June 14<sup>th</sup>. We will bring out our Bounce House, new Obstacle Course inflatable, large yard games, and the giant hamster ball. The first Outdoor Movie Series will be on June 14<sup>th</sup> at dusk. Mufasa will be the movie for the evening. The next Outdoor Movie will be on July 5<sup>th</sup> and the movie will be Honey I Shunk the Kids. The Aquatic Center is hosting a Jr. Lifeguard program for younger teens interested in becoming a lifeguard. This program meets from 6pm – 7pm on Monday evenings from June 2<sup>nd</sup> – 16<sup>th</sup> and will meet and cover the night swim from 6pm – 9:15pm on June 23<sup>rd</sup>. The Park District will be assisting the City's Thrill on the Hill Firework festival on July 3<sup>rd</sup> up at Richmond Hill. We will again have items such as the Bounce House and large yard games for the festivities prior to the fireworks. Mr. Sigwalt is working with Mrs. Heaton to train theater staff on accepting credit card payments that will be rolled out in the following weeks. The After School Program ran from September 2024 through May 2025, operating on Mondays and Thursdays from 3:30 pm to 6:00 pm. We started with just 12 participants in September and quickly grew in popularity, reaching full capacity each month and capping at 40 participants by March. Monthly capacity increased strategically to keep within our staff and participant ratios: 12 in September, 20 in October, 24 in both November and December, 32 in January and February, and 40 from March through May. Overall, more than 50 individual children participated during the winter months, with only one child paying the non-member rate—highlighting the program's success in engaging Park District members and increasing membership drive. One feature we were unfortunately unable to provide was transportation. Despite contacting Pink's Bus Service, they declined to allow us to utilize their services for the program. In our efforts to find a solution, we even explored the possibility of acquiring and operating our own bus. However, after careful consideration, we determined that this option would not be fiscally responsible or practical to pursue at this time. Throughout the year, the program offered a wide variety of enriching field

trips and visiting experiences. Participants visited the City Park, Central Theater, the Geneseo Police and Fire Departments, and the Geneseo Historical Museum. We also hosted a couple special highlighted visitors. First, was a visit from the Niabi Zoo Education Staff, which brought exciting new components to the program. Second, we had students from the Geneseo High School Robotics Club, who shared their experiences in the club and led participants in robotics activities. Daily activities were planned to engage children across multiple areas of interest. Hands-on science experiments like Coke and Mentos eruptions, mini-volcanoes, and fizzing water introduced STEM in a fun, interactive way. We acquired building tools like Lego sets (which the kids were able to take home), Lincoln Logs, Magna-Tiles, and marble runs to explore basic engineering. Many children enjoyed designing houses, towers, and even mini-cities with these materials. The program also emphasized creativity and nutrition. We made efforts to incorporate healthy snack options; however, this proved challenging, as healthier foods tend to be more expensive, time-consuming to prepare, and often go uneaten by the kids. As a result, we tried to strike a balance by providing both healthy and kid-approved snacks. On select weeks, children participated in "snack crafts," where they created fun edible treats—such as fruit-and-peanut butter wraps and graham cracker/frosting houses—encouraging basic food prep skills and creativity. Arts and crafts projects were also a regular feature, giving kids a chance to express themselves and work with their hands. Physical activity played a central role, with regular trips to the gymnasium for roller skating, dodgeball, and other group games that promoted teamwork and movement. Outdoor play was equally important (when weather allowed), with time spent on the playground and athletic field where children enjoyed playing with chalk, four square, gaga ball, and other free-play opportunities. The program's use of nearby facilities, including accessible restrooms, contributed to smooth transitions and effective supervision throughout. The After School Program has not only grown in numbers but in impact. It has provided a safe, enriching, and engaging environment for children in our community at little or no cost to families. From creative activities and educational experiences to social

development and physical play, this program has become a vital part of the Geneseo Park District's service to local youth. We look forward to building on this year's success as we continue to invest in the well-being and development of the citizens we serve.

**Superintendent of Finance and Administration:** Mrs. Verbeck shared information from the Foundation board meeting about Birdies for Charity and grants/donations we have received and what they are used for including free programs, Discovery Club programs, new sound system for Activity Room and new basketball hoops at the Athletic Field. To date we have 47 pavers purchased at the Joni Beck Memorial Path at Anderson Park. 19 families have received scholarships to date this year. Our new website will be going live soon and will be mobile friendly and include a robust internal document site for staff.

**Superintendent of Facilities:** The indoor pool shut down for maintenance is scheduled for June 30<sup>th</sup> through July 13<sup>th</sup>. The two back flow preventers at the Aquatic Center and one at the Athletic Field have been re-certified. Depth markers at the Aquatic Center have been re-grouted. The motor on the men's indoor pool suit dryer has failed and will be replaced. Our PDRMA loss control representative will be on site for a visit June 18<sup>th</sup> to observe operations and discuss the essentials of risk management review. This year's PDRMA SMART Goal the safety committee chose to work on is to create a plan to ensure missing children policies are thoroughly reviewed, updated and implemented. The control board on the day camp room mini-split system failed and has been replaced. A failed stainless-steel gutter seam in the Activity Pool has been welded. The first summer free matinee of Trolls on June 4<sup>th</sup> had 168 in attendance. Booked upcoming movies are Mission Impossible; How to Train Your Dragon and Jurassic Park.

**Commissioners:** Commissioner McAvoy stated it was fun to go by the Athletic Field and see all the different areas being used. Commissioner Murray inquired about the possibility of Daycampers that are not interested in using the Aquatic Center being able to stay at the Athletic

Field. Mr. Sigwalt explained that this is something they are looking into but staffing numbers do not allow it at this time. Commission Schuler stated Free 2 Play was a great event and the kids had a lot of fun. She also stated that she was approached and asked why you had to have an Aquatic Center membership to take swim lessons at the Aquatic Center Mr. Thurman explained that you can take swim lessons at the Aquatic Center if you do not have an Aquatic Center Membership, but you have to pay non-member pricing. If you have a Park District Membership or an Aquatic Center Membership you receive member pricing for swim lessons at the Aquatic Center. The Park District membership is the best deal and you receive membership pricing on all programs throughout the Park District. If patrons choose specific facility memberships (Community Center or Aquatic Center) they only receive member pricing for programs within that facility. Commissioner Vorac stated the new basketball hoops at the Athletic Field were very busy and it was great seeing them be used.

**Citizen Input:** None.

#### **UNFINISHED BUSINESS:**

**Master Plan Update:** As we continue making progress on the planned facility improvements, staff will be providing monthly updates to keep the Board informed and allow for open discussion during our meetings. In early May, Park District staff met with Streamline Design to review the 50% design documents for the new storage facility and additional office space. This meeting covered everything from wall and ceiling finishes to lighting fixtures and exterior hose bib placements. On June 2, staff held a virtual meeting with the structural and electrical engineers working alongside Streamline. This was an opportunity to finalize technical details, including outlet placements and addressing questions that required clarification from Mr. Forst and the engineering team. Our 90% design review meeting was held on June 5. Streamline Design will manage the public bidding process on our behalf. They will share bid documents with local contractors and ensure the project is publicly posted to attract qualified bidders. We

cannot pick and choose who will provide equipment or services for this project except by the bid approval. This is a public bid process, and while we are required to accept the *lowest responsible bid*, that does not always mean accepting the lowest dollar amount. A contractor may be disqualified if they: Fail to meet bid requirements, timelines, or specifications; Lack necessary experience or qualifications; Are unable to provide required bonding or insurance; Are not in compliance with prevailing wage or bid bond requirements. The bid opening will be held on July 2<sup>nd</sup> at 10:00 am. Once bids are received, we will review them and bring a recommendation to the Board for approval. If bids exceed the budget, we may need to consider design modifications or scope adjustments, which can often be incorporated into the final contract with Board approval. Staff will continue to keep the Board informed of progress, decisions, and any changes as we move toward the construction phase.

#### **NEW BUSINESS:**

**Board Meeting Day/Time Change:** After a discussion, Commissioner McAvoy made a motion to change the date of the meeting to the 2<sup>nd</sup> Thursday of the month and the time of the meeting to 5:00 pm. The motion was seconded by Commissioner Vorac and approved as follows:

*McAvoy – Yes, Murray – Yes, Schuler – Yes, Vorac – Yes, Zobrist – Yes*

The change to the board meeting schedule will be published in the Henry County Republic and posted on the Park District's website. The new day and time will take effect at the Board meeting held on July 10<sup>th</sup> at 5:00 pm in the Party Room of the Geneseo Community Center.

**Advisory Committee Meeting Attendance:** The Advisory Committee meets every other month and serves as a valuable resource for gathering input from a broad range of program users and members within the Park District. Committee members help identify community needs and contribute ideas and wishlist items that can benefit the District's planning and programming. This group also acts as the "eyes and ears" for staff, sharing feedback, concerns,



and suggestions they hear from other members. To maintain a strong connection between the Committee and the Park Board, one Board member typically attends each meeting to listen, provide context, and offer feedback when appropriate from a Board perspective. We encourage continued Board engagement at future sessions to support open communication and community-driven decision-making. So far this year, President Zobrist and Vice-President McAvoy have participated in these meetings Commissioner Vorac will attend the meeting on July 28<sup>th</sup>; Commissioner Murray the meeting on September 29<sup>th</sup> and Commissioner Schuler the meeting on November 24<sup>th</sup>.

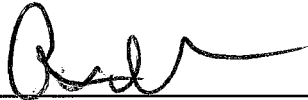
**Board/Staff Workshop:** Every year we schedule a Board/Staff Workshop towards the end of the year. We have had our attorney come in, reviewed Accreditation, District procedures and Master Planning meetings. We plan on scheduling something for the fourth quarter. Mr. Thurman asked the board to contact him with anything specific they would like to be presented at the workshop.

**ADJOURNMENT:** There being no further business to come before the Board and upon a motion made by Commissioner Schuler and seconded by Commissioner McAvoy the meeting was adjourned at 7:21 P.M.

Christina Zobrist

President

APPROVED \_\_\_\_\_



Secretary