

Barrington Hills Park District
364 Bateman Road, Barrington, IL 60010
Board of Commissioners
Park Board Meeting Minutes
June 11, 2025

Jessica Underwood called the meeting to order at 6:06 p.m.

Commissioners' Present: Jill Zubak, Jessica Underwood, Drew McMahon, Lois Haubold, Steve Allen

Visitors: Jan Nestrud, Deb Gallagher

Motions

Motion to approve the May Meeting Minutes was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain
Motion Passes

Motion to approve the April Financials was made by Jill Zubak and seconded by Jessica Underwood.

3 ayes 0 nays 2 abstain
Motion Passes

Motion to approve the May Financials was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain
Motion Passes

Motion to approve hiring the services of Anthony & Associates, CPA to review the District's financial records and submit a compilation report for year ending 2024 was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain
Motion Passes

Motion to approve switching from yearly audits to yearly compilation reports, with audits completed every few years was made by Jessica Underwood and seconded by Jill Zubak

5 ayes 0 nays 0 abstain
Motion Passes

Motion to increase the Trainer Registration Fee to \$100 per calendar year with registration or renewal occurring on January 1, 2006, was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain
Motion Passes

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Motion to approve changing the monthly Park Board meeting start time to 6pm for the remainder of the year was made by Jessica Underwood and seconded by Jill Zubak

5 ayes 0 nays 0 absent
Motion Passes

Motion to adjourn at 8:30 p.m. was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 absent
Motion Passes

Commissioner's Discussion:

Ryan Pnakovich from IParks Insurance reviewed the Park District's liability insurance with the Board to assure the district's liability insurance coverage sufficiently covers the use of structures and equipment by non-park district personnel. Commissioners personal liability was also discussed. Add

The Board will review the 2018 draft Pony Club Tractor Agreement at the July meeting once they have time to review the 2018 draft document.

The Advisory Committee presented the following information:

- The Cooperative Clubs would like assurance that expected Riding Center resources are available and in working order before renting the facilities.
- The Cooperative Clubs would like the rental prices and terms more clearly defined
- Incidental items such as a water dispenser and door lights inside and outside the meeting room and hoses in the wash rack were requested

Drew McMahon reported on his discussion with the district's accountant. Annual audits are not required for a Park District of our financial size. Therefore, the accountant recommends we file a compilation report every year. A full audit can then be filed every few years. This provides substantial savings to the Park District. Also, the accountant suggested we keep the QuickBooks software because it is the gold standard of accounting programs. Purchasing QuickBooks accounting software through his company will also save the district money. The accountant will also provide suggestions for more visually oriented financial reports.

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Steve Allen gave a summary of the Route 62 expansion. It was reported that the development is currently on hold because of various environmental concerns. Steve will continue to monitor and report on this project's progress. any changes in the plans.

Commissioners were assigned to various areas of responsibility to deal with matters that may come up between meetings in order to give the administrator the ability to take necessary steps when unexpected matters arise.

The Commissioners reviewed several efficiency measures. Vendor accounts and employee duties were reviewed. Selling unused or little-used Park District equipment will be reviewed at the July Board meeting.

A memorial bronze plaque will be created for a long-time volunteer, friend and resident of the Park District, Barry Fript. The plaque will be erected and placed at the dressage arena. Steven Allen will donate the funds to create and install the plaque and will donate \$1,000 to the Park District in Barry Fript's name.

A discussion occurred regarding how Cooperative Organizations describe the fees they charged to their participants, implying that certain fees were caused by the Park District when they were not.

Lois Haubold will review the South Barrington Park District residency redistricting agreement by contacting the Barrington Hills Park District's lawyer and the South Barrington Park District for further information.

Since the Hoffman Estates development is not a pressing concern, the Park District will await further news of any changes.

Respectfully submitted,
Steven Allen
Secretary