

**Barrington Hills Park District  
364 Bateman Road, Barrington, IL 60010  
Board of Commissioners  
Park Board Meeting Minutes  
November 12, 2025**

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

Visitors: Margaret Palmer, Deb Gallagher, Jan Nestrud

Jessica Underwood called the meeting to order at 6:02 p.m.

**Public Comments:** None

**Motions**

Motion to approve the October Meeting Minutes was made by Lois Haubold and seconded by Jill Zubak.

5 ayes          0 nays    0 abstain    0 absent

Motion Passes

Motion to approve the October 2025 Financial Report was made by Jessica Underwood and seconded by Lois Haubold.

5 ayes          0 nays    0 abstain    0 absent

Motion Passes

Motion to approve the 2026 Tax Levy was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes          0 nays    0 abstain    0 absent

Roll Call Vote: Jessica Underwood, Aye; Jill Zubak, Aye; Drew McMahon, Aye; Steven Allen, Aye; Lois Haubold, Aye.

Motion Passes

Motion to approve the Winter Indoor Schedule with time slots posted for the Pony Club, Riding Club, Polo and In-Hand Use. All other time will be for Open Riding. Riders who wish to jump are responsible for setting up their jumps and putting them away after use was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes          0 nays    0 abstain    0 absent

Motion Passes

**Barrington Hills Park District  
364 Bateman Road, Barrington, IL 60010  
Board of Commissioners  
Park Board Meeting Minutes  
November 12, 2025**

Motion to go into closed session to discuss employee matters was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes      0 nays    0 abstain    0 absent

Motion Passes

Motion to adjourn at 7:35 p.m. was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes      0 nays    0 abstain    0 absent

Motion Passes

**Commissioner's Discussion:**

Steve Allen reviewed the financials with the Board.

Deb Gallagher reported that the Advisory Committee is putting together an information booklet on the history of the Riding Center and the associated clubs, the booklet will include the Cooperative Agreements, maps and other information to be reviewed by the Board Members.

The Winter Indoor Riding Center Calendar will include designated time slots for the Pony Club, In-Hand Work, Riding Club, and Polo. All other time will be for open riding which include trainer lessons.

Steve Allen will be attending a meeting regarding Route 62's expansion on December 9<sup>th</sup>.

Trainer fees in 2026 will not be prorated regardless of which month a trainer decides to register.

Two 2026 rental applications were submitted by the Riding Club of Barrington Hills for Meeting Room use only.

Jill reported on the status of the General liability insurance and the IParks insurance representative will submit an invoice for the December insurance coverage, approximately \$1,200. The IParks agent will investigate if a payment plan is available to finance the 2026 general liability insurance. The Workers Compensation insurance is being adjusted to reflect our lower payroll costs, which will be due in December.

**Barrington Hills Park District  
364 Bateman Road, Barrington, IL 60010  
Board of Commissioners  
Park Board Meeting Minutes  
November 12, 2025**

Commissioner, Drew McMahon, as parking manager for the annual polo event at Oakwood said the Riding Center should consider regulating the parking used at the Riding Center since overflow from the event can interfere with riding public's access.

A discussion took place regarding the maintenance of the Hunt House patio and the Riding Club representative, Margaret Palmer, reported that the Riding Club offers to pay \$200 a year for patio maintenance costs.

Respectfully submitted,

Drew McMahon

Secretary