

Barrington Hills Park District
364 Bateman Road, Barrington, IL 60010
Board of Commissioners
Park Board Meeting Minutes
May 13, 2026

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

Visitors: Jan Nestrud, Deb Gallagher

Zoom: No attendees

Jessica Underwood called the meeting to order at 6:00 p.m.

Public Comments: None

Motions:

Motion to approve the April 2026 Meeting Minutes was made by Jill Zubak and seconded by Lois Haubold.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to approve the April 2026 Financial Report was made by Jill Zubak and seconded by Jessica Underwood.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to approve the Galdun Young Riders Dressage Clinic, a partial clinic to be held in the Indoor arena or outdoor arena depending on weather, with horses staying overnight and approximately 20 participants, at no charge was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to approve the Riding Club's Horsemanship Clinic on July 11th as a partial rental to be held in the Outdoor arena for three hours depending on weather with additional costs for the Indoor Arena Contingency Fee, participant fees, but no stall fees was made by Jessica Underwood and seconded by Steven Allen.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to approve the Riding Club's Horsemanship Clinic on October 3 for Meeting Room use only and parking in the front parking lot was made by Jill Zubak and seconded by Lois Haubold.

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
May 13, 2026**

Motion to approve the Conservation Summit to be held in the Indoor Arena at no charge, and no other costs to be incurred by the Park District, was made by Jill Zubak and seconded by Drew McMahon.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to approve incorporating Zeffy as a payment alternative to be posted on the Park District's website was made by Jessica Underwood and seconded by Jill Haubold.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to go into Closed Session to discuss employment and contract agreements was made by Jessica Underwood and seconded by Jill Zubak.

5 ayes 0 nays 0 abstain 0 absent
Motion Passes

Motion to adjourn at 6:45 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:

Treasurer, Steve Allen, reviewed the April financials with the Board and presented a report on his meeting with the District's accountant. While more detailed financial reports will be available for monthly presentations, the accountant will also create a visual or a higher summary constructed for those not as familiar with financial statements of profit and loss.

Anthony Baldasoni will work with Steve and the administrator to create these reports in time for the next board meeting. The accountant says that QuickBook add-ons like budgeting and automatic payroll tax reporting can produce more accurate monthly expense reports while reducing manual administrative work.

The accountant will also provide a quote to review the Park District's books on a quarterly basis to maintain a high degree of accuracy since yearly audits are no longer required.

In previous board meetings, there was discussion about accepting alternative payment options instead of just checks and cash. The accountant recommended using Zeffy, an application to accept payments and donations at no cost to the park district or the users. Zeffy can be used to collect payment from trainers and renters, and for any other means. This payment option can be added to the website for the convenience of users and to also lessen the administrative time for processing checks/cash.

**Barrington Hills Park District
364 Bateman Road, Barrington, IL 60010
Board of Commissioners
Park Board Meeting Minutes
May 13, 2026**

The Advisory Committee reported that there were a few maintenance issues to take care of before the Mini-Event and the Board agreed to get those issues completed before the show. Since most shows are on the weekends, it was agreed to mow the grounds on Wednesday and Thursday of each week. The sprinkler system has not been turned on for the year and every effort will be made to get the sprinkler system up and running for the show. The arena speaker wiring will be replaced in time for the show.

It was also suggested that the groundskeeper rake up the Airfoot rubber footing which came from Indoor Arena Sand. The groundskeeper will be instructed to clean-up the footing after the show.

Facility rentals were reviewed and approved.

Trainer registrations for Iacovelli and Contos were renewed.

A discussion was had regarding trainer insurance requirements. The \$1 million general liability insurance was deemed the most important coverage to require, and the other coverages need not be considered. Jill Zubak will contact IParks insurance to confirm this.

Respectfully submitted,
Drew McMahon
Secretary