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**MINUTES  
REGULAR BOARD MEETING NO. 1063  
March 23, 2021**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Board of Commissioners was held on March 23, 2021 at 7:00 p.m. remotely via ZOOM.

Present: President Kaplan; Commissioners Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, and McGinn

Absent: None

Also Present: Executive Director Talsma, Director of Finance and Administration Hopkins, Director of Golf & Facilities Bechtold, Executive Assistant Logan

Audience: Comm Reps Macdonald, Utas, Wilson, Winner (7:05); Business Applications Manager Brittany Meschewski, Superintendent of Business Lynne Cotshott

**2. Approval of Agenda:**

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to approve the agenda.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

**3. Recognition:**

**A. Service Proclamation:**

Brittany Meschewski, Business Applications Manager, received a service proclamation for her 10 years of service.

Business Applications Manager Meschewski and Superintendent of Business Cotshott left the meeting.

**4. Recess for A&F Committee Meeting:**

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to recess the Board Meeting at 7:06 p.m. for the purpose of convening the A&F Committee meeting.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

**5. Reconvene Following A&F Committee Meeting:**

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to reconvene to the Regular Board Meeting at 7:45 p.m.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Comm Reps Musial, Utas, and Winner left the meeting.

**6. Approval of the Minutes:**

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to approve the minutes of Regular Board Meeting February 23, 2021 as presented.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

**7. Comments from the Audience:**

None

**8. Consent Agenda:**

Commissioner R. Evans made a motion, seconded by Commissioner Chhatwani to approve the consent agenda items A-N.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

A. Birch Park OSLAD Utilities Contract / M21-025 (see B&G March packet)

B. Birch Park OSLAD Earthwork Contract / M21-026 (see B&G March packet)

- C. Birch Park OSLAD Concrete Contract / M21-027 (see B&G March packet)
- D. Birch Park OSLAD Asphalt Contract / M21-028 (see B&G March packet)
- E. Birch Park OSLAD Playground Equipment / M21-033 (see B&G March packet)
- F. School District 15 Dissolution of Intergovernmental Agreement / M21-024 (see Rec March packet)
- G. School District 54 IGA / M21-023 (see Rec March packet)
- H. Vogelei House Lease to NWSRA / M21-030 (see A&F March packet)
- I. Parental Leave Policy / M21-035 (see A&F March packet)
- J. Open and Paid Invoice Register: \$353,021.52 (see A&F March packet)
- K. Revenue and Expenditure Report and District Wide Operations Statement (see A&F March packet)
- L. Acceptance of B&G Minutes 02/16/2021 (see B&G March packet)
- M. Acceptance of Rec Minutes 02/16/2021 (see Rec March packet)
- N. Acceptance of A&F Minutes 02/23/2021 (see A&F March packet)

**9. President's Report:**

President Kaplan wished all candidates good luck in the upcoming Consolidated Election on April 6, 2021.

He congratulated Director Hopkins and staff on being awarded the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting.

**10. Adoption of Executive Director's Report:**

Commissioner McGinn made a motion, seconded by Commissioner Chhatwani to adopt the Executive Director's Report as presented.

On a Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

**11. Old Business:**

None

**12. New Business:**

A. Community Representative Selection Process / M21-020:

Executive Director Talsma proposed creating parameters for the selection and renewal of service of Community Representatives.

The Board recommended polling current Community Representatives to gauge level of interest in continuing to volunteer as a Community Representative. Once a head count has been obtained, advertise openings to the public, if need be, and create a waitlist, if need be.

After a brief discussion, the Board reached a consensus to not change the current policy for the Community Representative selection process.

On a Roll Call: Carried 7-0-0  
Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan  
Nays: 0  
Absent: 0

**13. Executive Session:**

Commissioner Friedman made a motion, seconded by Commissioner K. Evans to move to Executive Session at 8:02 p.m. for the purpose of:

- A. Minutes, pursuant to 5 ILCS 120/2 Section 2(c)(21) of the Open Meetings Act
  - February 23, 2021
- B. Appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to 5 ILCS 120/2 Section 2(c)(1) of the Open Meetings Act.

On A Roll Call: Carried 7-0-0  
Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan  
Nays: 0  
Absent: 0

Commissioner Chhatwani made a motion, seconded by Commissioner McGinn to reconvene to the regular session at 8:47 p.m.

On A Roll Call: Carried 7-0-0  
Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan  
Nays: 0  
Absent: 0

**14. Discussion and Vote from Executive Session:**

Commissioner Kinnane made a motion, seconded by Commissioner Chhatwani to authorize President Kaplan to execute with Executive Director Talsma an amendment to his employment contract that includes the requirements of the Illinois Severance Payment Act and to grant Talsma up to 25 weeks of accrued unpaid sick time to be paid to Talsma upon any termination of employment.

On A Roll Call: Carried 6-1-0  
Ayes: 6 Chhatwani, R. Evans, Friedman, Kinnane, McGinn, Kaplan  
Nays: 1 K. Evans  
Absent: 0

**15. Commissioner Comments:**

None

**16. Adjournment:**

Commissioner Friedman made a motion, seconded by Commissioner Kinnane to adjourn the meeting at 8:50 p.m.

On A Roll Call: Carried 7-0-0

Ayes: 7 Chhatwani, K. Evans, R. Evans, Friedman, Kinnane, McGinn, Kaplan

Nays: 0

Absent: 0

Respectfully submitted,

Craig Talsma  
Secretary

Monica Logan  
Executive Assistant