

The Finance Meeting of the Board of Park Commissioners was called to order by President Caron at 6:32 p.m. in the Patty Turner Center. Executive Director Harvey called the roll, and the following were:

PRESENT: Brown, Caron, Cohen, Patinkin and Serota (5)

ABSENT: None (0)

Staff: Executive Director Jeff Harvey, Executive Administrative Assistant Catherine Serbin, Deputy Executive Director and Director of Recreation Laura McCarty, Director of Finance Mike Bonn, Superintendent of Recreation Tony Korzyniewski, Director of Golf Operations Jason Mannina, Director of Parks Jay Zahn and Superintendent of Marketing Deanna Musurlian

**II. Receipts and Disbursements**

Commissioners proceeded to review financial materials relative to the meeting.

Treasurer Patinkin noted a large expenditure for trees. Parks Director Zahn advised this is a routine expenditure for park beautification and upkeep. Many infected trees were removed as a result of damage caused by the Emerald Ash Borer and needed to be replaced. Treasurer Patinkin further inquired as to the outcome of the SRC photoshoot. Superintendent of Marketing Musurlian advised the photoshoot went well and that the pictures taken will be used for the upcoming SRC postcard mailer. He also noted a marketing expense for pole banners and requested that seasonal pole banners be installed at Mitchell Pool moving forward. Lastly, Treasurer Patinkin noted an expenditure from *G&D Landscape* in the amount of **\$15,000** for PDRMA repairs. Golf Operations Director Mannina advised that the District's PDRMA representative conducted an audit at the DGC and these repairs are an outcome of that audit. Staff intend to ask PDRMA for partial reimbursement.

Vice President Cohen asked for clarification regarding the enrichment vendor payments. Deputy Director McCarty advised that the District pays the enrichment vendors twice per year, typically at the same time. Vice President Cohen then asked if staff has already planted the infield mix or purchases the mix during winter. Parks Director Zahn confirmed the infield mix has been sodded.

Commissioner Serota acknowledged costs associated with an orchestra for the Deerfield Family Theater's *Beauty and The Beast* production and inquired as to whether actors are also paid. Deputy Executive Director McCarty confirmed actors are not paid as they audition and volunteer to perform. President Caron requested a report on total income and expenses from the production. Vice President Cohen suggested the Big Band Sound of Deerfield be utilized in an attempt to offset significant orchestra expenses. There was a brief explanation of the difference between Sarah Hall programs held within the District and DFT.

President Caron asked for clarification regarding the sick time buy back reflected in the general payroll expenses. Finance Director Bonn advised that per the District's full-time employee policy manual, a maximum of twelve (12) accumulated sick days can be sold back to the District annually in December at 100% of the current rate of pay so long as the employee has accumulated thirty (30) sick days.

Commissioner Serota asked if the upgrade lighting for the Chicago Sky Gym was a budgeted expense. Superintendent of Recreation Korzyniewski confirmed it was a budgeted expense but was delayed due to supply chain issues.

**III. Financial Reports**

Vice President Cohen noted the DGC made over **\$459,857** through November. Golf Director Mannina advised this number may drop slightly due to delayed purchase card expenditures and December salary deductions. Overall, the DGC had a profitable season.

Finance Director Bonn highlighted the addition of the Major Capital Projects Spend Report generated per Board request.

Treasurer Patinkin asked for the historical high of SRC membership. Superintendent Korzyniewski advised this number is around 2,100.

**IV. Draft Budget Revisions**

Finance Director Bonn advised that revisions requested as a result of the November Budget Workshop have been incorporated into the budget and are outlined in the spreadsheet he circulated at the beginning of the meeting. The budgeted expense for IT professional services remains an estimate until a contract is finalized. There was a brief discussion regarding the three candidates for consideration. The Board had no further comment with respect to the budget revisions.

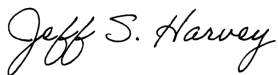
**V. Draft Budget and Appropriation Ordinance 2024-01**

Finance Director Bonn advised the draft Budget and Appropriation Ordinance 2024-01 presented in the Board’s packet will go before the Board next month for formal approval. The Board agreed with staff recommendation and directed staff to move forward with the 30-day set aside of the tentative 2024 combined Annual Budget and Appropriation Ordinance and agreed to make the document available for public inspection. A public hearing on the matter is scheduled for January 18, 2024.

**VI. Motion made by Vice President Cohen, seconded by Commissioner Serota, to adjourn the Finance Meeting at 7:01 p.m.** Voice vote **carried** as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)  
NAYS: None (0)

Respectfully Submitted,



Jeff Harvey, Secretary