

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE SPECIAL BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
November 23, 2022**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, November 23, 2022 at 12:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Special Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The fourteen individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address:

<https://us02web.zoom.us/j/89438812005?pwd=b1VFTkVyKzVOcHk4bkhOS3hFK3N3dz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Miller during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by 8:00 a.m. on Wednesday, November 23, 2022, to the Executive Director of the Park District at: [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org). There were no email comments or questions submitted by citizens for consideration by the Board.

Present in-person: President Kevin J. Miller, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl, and Timothy P. McMahon, Attorney Guy C. Hall, Joe DeLuce, Executive Director, and Jarrod Scheunemann, Director of Administrative Services/Secretary.

Present online: Commissioner Jane L. Solon.

Staff present in-person: Andrea Wallace, Director of Finance, Heather Miller, Director of Human Resources, Bret Johnson, Assistant Director of Operations, Erin Dietmeier, Horticulture Supervisor, and Shannon Clarkson, Accounts Payable Coordinator.

Staff present online: Chelsea Norton, Director of Marketing and Communications.

Sarah Sandquist and Matt Sandquist were also present in-person.

Several extended family members of Ms. Sandquist were also present electronically.

### **Call to Order**

President Miller called the meeting to order at 12:00 p.m.

### **Comments from the Public**

None.

### **New Business**

#### 1. Approval of a Resolution to Appoint New Executive Director

President Miller warmly welcomed Sarah Sandquist to the Park District as the new executive director after a thorough executive director search process with GovHR USA.

Vice President Hays made a motion to approve a resolution appointing Sarah Sandquist to the Champaign Park District on December 5, 2022, to assume executive director duties on January 1, 2023. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

2. Approval of a Resolution to Authorize Updating Approved Signatories on Bank and Investment Accounts

Staff recommended the Board approve a Resolution to remove and update authorized signatories on bank and investment accounts held by the Park District.

Commissioner Kuhl made a motion to approve and amend a resolution to remove Joe DeLuce as authorized signatory on bank and investment accounts and add Sarah Sandquist and Jarrod Scheunemann as authorized signatories on bank and investment accounts held by the Park District on or after December 5, 2022. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

**Comments from Commissioners**

The Commissioners welcomed Ms. Sandquist and her family to Champaign. They thanked Joe DeLuce for his many years of service and noted that his departure will leave big shoes to fill. They wished everyone a Happy Thanksgiving.

**Adjourn**

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 5-0 and the meeting was adjourned at 12.23 p.m.

Approved

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Kevin J. Miller, President

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Jarrod Scheunemann, Secretary and Director of Administrative Services