

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE STUDY SESSION BOARD OF PARK COMMISSIONERS  
May 22, 2024**

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, May 22, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

Present in-person: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioner Barbara J. Kuhl, Sarah Sandquist, Executive Director, Jarrod Scheunemann, Deputy Executive Director/Board Secretary, and Attorney Guy C. Hall.

Present by teleconference for medical reasons: Commissioner Jane L. Solon.

Commissioner Michael R. Somers and Treasurer Donna Lawson were absent and excused from attending the study session.

Staff present in-person: Jimmy Gleason, Director of Facilities and Technology, Jeannie Robinson, Director of Recreation, and Heather Miller, Director of Human Resources.

**Call to Order**

President Hays called the meeting to order at 5:30 p.m.

**Comments from the Public**

None.

**Discussion Items**

1. Policy Updates

Mr. Scheunemann presented the report. Staff recommended updates to numerous policies to address recent legislation, respond to information received in educational workshops, and correct scrivener's errors. Mr. Scheunemann provided an overview of updates to each policy. Discussion ensued.

Commissioner Kuhl requested clarifications regarding the definition of family member titles such as stepchildren in the child extended bereavement leave policy and the family bereavement leave policy as well as the definition of minor children in the participant transfer policy.

Commissioner Kuhl requested updates to the smoking and electronic smoking devices policy to prohibit employees from smoking or vaping in the presence of residents and patrons.

Commissioner Kuhl requested Board approval of the Park District's audit official for the Whistleblower policy and suggested Board notice if a pertinent situation arises.

The Commissioners also noted other grammatical and technical updates throughout the policies.

President Hays addressed the terms in several policies and requested clarification.

The Commissioners generally recommended proceeding with the policy updates for the Board to consider at a future meeting.

**Executive Session**

Commissioner Kuhl moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Vice President McMahon and unanimously approved. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2 (c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body and (c)(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

**Return to Regular Meeting**

Following the adjournment of the Executive Session, the Board reconvened in an open meeting.

**EXECUTIVE SESSION ACTION ITEM****1. Approval of Wage Increase for the Executive Director for FY25**

There was a motion by Vice President McMahon to increase the executive director's compensation by 3.25%, effective May 1, 2024. Commissioner Kuhl seconded the motion, which was approved 4-0.

**Adjourn**

There being no further business to come before the Board, Vice President McMahon made a motion to adjourn the meeting. The motion was seconded by Commissioner Kuhl. The motion passed 4-0 and the meeting was adjourned at 6:35 p.m.

Approved:

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Craig W. Hays, President

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Jarrod Scheunemann, Secretary