

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF COMMISSIONERS**

**June 11, 2025**

The Champaign Park District Board of Commissioners held the Regular Meeting on Wednesday, June 11, 2025, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois. The Regular Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting.

Present in person: President Craig W. Hays, Commissioners Jane L. Solon and Tyler R. Rouse, Sarah Sandquist, Executive Director, Attorney Guy C. Hall, Dan Olson, Director of Operations and Planning, Heather Miller, Director of Human Resources, Jeannie Robinson, Director of Recreation, Chelsea Norton, Director of Marketing & Development, Shannon Morber, Development Manager, Erin Hadley, Human Resources Manager, Zachary Longden, Human Resources Talent & Engagement Specialist, Joeseph Kearfott, Assistant Director of Facilities & Technology and Marguerite Bailey, Secretary/ Administrative Project Manager.

Commissioners Barbara J. Kuhl and Michael R Somers were absent and excused.  
Present virtually: Donna Lawson, Treasurer.

Community members in the audience: Donald Seay.

**A. CALL ORDER**

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

**B. PRESENTATION**

Mr. Kearfott addressed the Board and audience to share a summary of the heroic actions taken by staff members Kevin Weaver and Barb Babb in response to a recent house fire. In recognition of their bravery and quick response, President Hays formally acknowledged both staff members with a Distinguished Service Award on behalf of the Champaign Park District Board of Commissioners.

**C. COMMENTS FROM THE PUBLIC**

None.

**D. COMMUNICATIONS**

None.

**E. TREASURERS REPORT**

1. Ms. Lawson reported to the board the transactions of note in the treasurer's report for May 2025. Thereafter, Commissioner Solon moved to accept the Treasurer's Report for May 2025. The motion was seconded by Commissioner Rouse. The motion passed 3-0.

**F. EXECUTIVE DIRECTOR'S REPORT**

1. Ms. Sandquist introduced three staff members. Erin Hadley, Human Resources Manager, Zachary Longden, Human Resources Talent & Engagement Specialist, and Shannon Morber, Development Manager. She also noted upcoming events including the Juneteenth Celebration on Saturday, June 14<sup>th</sup>, 2025, with a ribbon cutting scheduled at noon to unveil the Douglass Park

basketball court mural, Virginia Theatre events, Prairie Farms programs, and the participation of the Audubon Society bird watch that spotted one hundred and five (105) birds in Champaign. Ms. Sandquist also gave kudos to the Sholem Aquatic Center staff for achieving a perfect score after being audited by Ellis and Associates.

## **G. COMMITTEE AND LIAISON REPORTS**

1. Ms. Sanquist reported to the board that the Parks Foundation continues to focus on the Ties & Tennes Gala fundraiser. At the last foundation meeting, sponsorship was approximately thirty-one thousand dollars (31K). Cathy Rector will once again be coordinating the silent auction items and is asking for donations to be provided by July. Mr. Michael Namoff will be the auctioneer, and Jennifer Roscoe will be the Emcee for the event. The foundation board is still seeking a speaker.

## **H. REPORT OF OFFICERS**

### **1. Attorney's Report**

Mr. Hall reported to the board that he continues to work on normal routine business, review contracts, and a license agreement. He inquired if there were any questions or concerns, and he would be happy to address them. Seeing none, President Hays continued onto the next agenda item.

### **2. President's Report**

President Hay's reported to the board that he and Ms. Sandquist met with Mr. Knight at the City of Champaign regarding the possible Country Fair area development. At this time, there are no redevelopment proposals.

## **I. CONSENT AGENDA**

President Hays stated that all items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately. Commissioner Rouse made a motion to approve all of the items. The motion was seconded by Commissioner Solon. The motion passed 3-0.

1. Approval of Minutes of the Annual and Regular Board Meetings, May 14, 2025
2. Approval of Minutes of the Executive Session, May 14, 2025
3. Approval of a Resolution Appointing Jason Dodds to a two-year term, and Reappointing Amy Roady, Kathy Aquino, Cindy Steward, Brian Holding, Cathy Rector, Sam Banks, Mike Lindemann, and Sarah Dixon to the Board of Directors of the Champaign Parks Foundation to a (2) Two-Year Term That Expires May 2027.
4. Approval of an Agreement with OMNIA Partners for the Purchase of a Ballfield Mower
5. Ratification of the Appointment of Officers, Secretary, Assistant Secretary, and Treasurer.

## **J. NEW BUSINESS**

### **1. Approval of Disbursements**

Commissioner Rouse made a motion to approve the list of disbursements for the period beginning May 15, 2025 and ending June 11, 2025. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Rouse – yes, Commissioner Solon – yes, and Commissioner Hays -yes. The motion passed 3-0.

### **2. Approval of the Parks Foundation Operating Reserve Policy**

Commissioner Rouse made a motion to adopt the Champaign Parks Foundation Operating Reserve Policy as approved by the Champaign Parks Foundation Board of Directors. Commissioner Solon seconded the motion. The motion passed 3-0.

### 3. Approval of Board Policies

Ms. Sandquist reported to the board that the policies being presented to the board in part accreditation review schedule. Over the next few months staff will continue to provide policies that need to be reviewed ahead of scheduled meetings and request edits. She thanked the board for their time reviewing and providing edits. Commissioner Solon made a motion to approve the listed policies. Commissioner Rouse seconded the motion. The motion passed 3-0.

- a. I.3 Executive Director and Park Board of Commissioners Relationship Policy
- b. I.4 Temporary Administrative Succession Policy
- c. I.6 Distinction Between Board Policies and Administrative Procedures
- d. I.7 Prospective Board of Commissioners Candidate Assistance Policy
- e. I.8 Participation in Professional Conferences, Trainings, and Seminars Policy
- f. I.9 Board Involvement in External Entities Policy
- g. I.10 Intergovernmental Cooperation Policy
- h. I.11 Meeting Agenda Format Policy
- i. I.12 Distribution of Board Material Policy
- j. I.14 Policy on Volunteers

### **K. EXECUTIVE SESSION**

Commissioner Solon made a motion for the Board to convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 120/2 (c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal. Commissioner Rouse seconded the motion. The motion passed 3-0. Upon roll call, the vote was Commissioner Rouse- yes, Commissioner Solon- yes, and Commissioner Hays- yes.

### **L. RETURN TO REGULAR MEETING**

Following the Executive Session, the board returned to the regular board meeting at 5:55 pm.

### **M. EXECUTIVE SESSION ACTION ITEMS**

1. Commissioner Solon moved to approve the Presence OSF Hospital Tax Exemption Litigation and Proposed Settlement Agreement. Commissioner Rouse seconded the motion. The motion passed 3-0.

### **N. COMMENTS FROM COMMISSIONERS**

None.

### **O. ADJOURN**

Commissioner Solon moved to adjourn at 5:56 pm. Commissioner Rouse seconded the motion. The motion passed 3-0.

Approved:

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Craig W. Hays, President

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Marguerite Bailey, Secretary