

**COMMITTEE MEETING MINUTES**  
**TUESDAY, APRIL 23, 2024**  
**FRANKFORT, IL – FOUNDERS COMMUNITY CENTER**  
**7:00 p.m.**

- I. Call Committee to Order – President McCarey called the meeting to order at 7:50 p.m.  
Attendance: Commissioners Ruvoli, McCarey, Barz, Ponton, and Gentry; Executive Director, Gina Hassett; Superintendent of Finance, Regina Ross-Ellison; and Mary Strand, Recording Secretary.  
Absent: None  
Guest: None
  
- II. Administration –
  - A. Phone Services – Gina reported that there was no increase to renew the contract, but that quantity of phones has increased. The taxes and fees will be taken off. Staff’s recommendation is to renew with the current vendor for a 3-year period.
  
- III. FY 24/25 Budget – Gina wanted to make sure that the Board knew that 99% of the budget (good or bad) was done by her, as Regina is not yet up to speed. Gina explained all the components that make up the Recreation Budget. She stated that the Recreation Fees are being increased. Salary raises are included at 5.5%. Restricted Funds were discussed. She highlighted the Budget Notes. Discussion of the \$1.7 million grant was held. The last payment on the Laraway property will be made out of this budget. Revenue and Expenses were discussed. The electronic file will be sent to all commissioners and a vote to pass it will be on the May 14<sup>th</sup> agenda.
  
- IV. Fund Transfers – The goal has been to levy funds closer to the actual needs of the funds. The Recreation Fund has a deficit and staff would like to do a fund transfer next month to zero it out. The Special Recreation Fund would transfer \$8,542 to the General Fund and \$25,657 to the Recreation Fund. Then the General Fund would transfer \$280,881 \$280,246 from the Corporate Fund to the Recreation Fund and \$635 to the Audit Fund. The amounts will be verified. This would zero out the prior year’s deficit. The motions will be on the May 14, 2024, Regular Meeting Agenda.
  
- V. Illinois DCEO Grant –
  - A. Fort Frankfort – Gina received the documents for the Grant Agreement. She will double check the language before moving the process forward.
  
- VI. Facility & Property Update
  - A. Windy Hill OSLAD – Staff met at the park today. There is a lot of black dirt there. Some of it will be taken out to Five Oaks. A small berm will be made and the area where the gazebo was will be filled too. A skate rink in the area was discussed.
  
  - B. Laraway Road Property – None
  
  - C. Land Donation – No update.
  
  - D. Five Oaks Park Property – None

E. Facility Rental Opportunities – None

F. Indoor Facility Exploration – A review of the results of the Open House of April 20<sup>th</sup> was discussed.

VII. Miscellaneous –

- Commissioner Ruvoli noted that the Earth Day event was moved indoors, and the staff did a good job with the move. It was well attended.
- Commissioner McCarey wanted to make the Board aware that the Village of Frankfort's mayor was quoted, in the *Southland Times*, as saying that it was a collaboration between the Village and FPD that fell through with Borg Warner. This was not an accurate statement and he wants to make sure the residents are not misled.
- Parents are creating hazards around the Chelsea School by utilizing FPD property. By doing so it puts the children at risk having to cross 80<sup>th</sup> Ave. Discussion on how to deter them was held.
- Commissioner Ruvoli thanked Gina, Regina and the staff for all their hard work on the budget. He asked if Deb would put it out on social media.

VIII. ADJOURNMENT – With nothing further to discuss, President McCarey adjourned the Committee Meeting at 8:27 p.m.

Respectfully submitted,

Mary T. Strand Board  
Minutes Secretary