

**REGULAR MEETING MINUTES
OF THE COMMISSIONERS OF THE
PRINCETON PARK DISTRICT
MAY 19, 2025**

CALL TO ORDER:

The meeting was called to order by Vice President Dennis Nink at 5:00 p.m. at the Bureau County Metro Center, Princeton, Illinois.

ROLL CALL:

Present were Commissioners Abbie Cochran, Dennis Nink, Brandon Nyman, and Les Youngren. Also present were Executive Director, Tammy Lange; Assistant Director & Recreation Superintendent, Nick Davis; Attorney Bob Russell; and Recording Secretary, DeAnn Underwood.

Present in the audience was Dan Smith.

PERFECTION OF AGENDA:

None.

BOARD RE-ORGANIZATION:

Tammy stated the Election Canvass information provided by the Bureau County Clerk for the April 1, 2025 Consolidated Election showed Dennis Nink with 676 votes for a six-year term.

Dennis Nink read and accepted by signature the Princeton Park District Commissioner's Oath of Office.

Motion was made by Commissioner Cochran and seconded by Commissioner Youngren to elect Brandon Nyman as President Pro Tem. A voice vote was taken: aye – all; nays – none. The motion carried.

Motion was made by Commissioner Nyman and seconded by Commissioner Cochran to elect Dennis Nink as Secretary Pro Tem. A voice vote was taken: ayes – all; nays – none. The motion carried.

Commissioner Cochran made a motion to appoint Brandon Nyman as President. The motion was seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Commissioner Youngren made a motion to appoint Abbie Cochran as Vice President. The motion was seconded by Commissioner Nink. A voice vote was taken: ayes – all; nays – none. The motion carried.

Commissioner Cochran made a motion to appoint Dennis Nink as Secretary/Treasurer. The motion was seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

Motion was made by Commissioner Nyman and seconded by Commissioner Nink to appoint DeAnn Underwood as Recording Secretary of the Princeton Park District for the coming year. A voice vote was taken: ayes – all; nays – none. The motion carried.

Motion was made by Commissioner Nyman and seconded by Commissioner Nink to retain Russell, English, Scoma & Beneke, P.C. as Counsel for the Princeton Park District for the coming year. A voice vote was taken: ayes – all; nays – none. The motion carried.

Motion was made by Commissioner Nyman and seconded by Commissioner Nink to appoint Commissioner Les Youngren as Ethics Officer. A voice vote was taken: ayes – all; nays – none. The motion carried.

Motion was made by Commissioner Cochran and seconded by Commissioner Youngren to set the Bond at \$500,000. A voice vote was taken: ayes – all; nays – none. The motion carried.

Motion was made by Commissioner Nink and seconded by Commissioner Nyman to retain Central Bank, Midland States Bank, and Heartland Bank and Trust Company, as well as the addition of First State Bank, or their successors, as the financial institutions for the Princeton Park District. A voice vote was taken: ayes – all; nays – none. The motion carried.

It was the consensus of the Board to retain the current form of meeting agenda for the coming year.

Tammy reviewed with the Board the names of the current members who are serving on the following committees: Budget & Finance; Buildings, Grounds & Police; Personnel, Publicity & Recreation; Policy, Ordinances & Insurance; FOIA & Open Meetings Act; Zearing Trust; and Ethics Officer. The appointments to these committees will be determined at the June 16th Regular Meeting.

Tammy stated the Board Investment Policy establishes the board president as the Chief Financial Officer (CFO) of the board.

APPROVAL OF MINUTES:

President Nyman requested a motion for approval of the minutes of the Regular Meeting held on April 21, 2025. Motion was made by Commissioner Cochran and seconded by Commissioner Youngren. A voice vote was taken: ayes – all; nays – none. The motion carried.

OPEN DISCUSSION:

Nothing was presented.

APPROVAL OF CLAIMS:

A list of bills due and payable for the Bureau County Metro Center in the amount of \$16,751.15 and for the Princeton Park District in the amount of \$21,422.80 was presented for the time period of April 22, 2025 to May 19, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$22,472.69 and Princeton Park District in the amount of \$9,197.61 for the time period of April 22, 2025 through April 30, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$14,628.26 and Princeton Park District in the amount of \$4,711.62 for the time period of May 1, 2025 through May 19, 2025, as well as Business Credit Card for April in the amount of \$2,675.23 and \$3,866.31. President Nyman requested a motion to approve all Bureau County Metro Center and Princeton Park District claims for a total amount of \$95,725.67. Motion was made by Commissioner Cochran and seconded by Commissioner Nink. A voice vote was taken: ayes – all; nays – none. The motion carried.

The Fiscal 2024/2025 Revenue/Expense Totals by Month Report was reviewed. The total amount for April 2025 was \$146,183.07.

The Board reviewed the April 2025 Financial Statements for the Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund.

NEW BUSINESS:

Recognize & Congratulate DeAnn Underwood on her upcoming retirement from Heartland Bank & Trust – Tammy recognized DeAnn's upcoming retirement from Heartland Bank and Trust and presented her a gift from the Board. DeAnn thanked Tammy and the Board for their kind words and thoughtful gift.

Introduction of Dan Smith / Appointment to the Board of Commissioners / Oath of Office – Tammy introduced Dan Smith and thanked him for his willingness to serve on the Board. President Nyman requested a motion to appoint Dan Smith as a commissioner to the Princeton Park District Board. Motion was made by Commissioner Nink and seconded by Commissioner Cochran. A voice vote was taken: ayes – all; nays – none. The motion carried. Dan Smith read and accepted by signature the Princeton Park District Commissioner's Oath of Office.

Review the First Draft of the Following Funds for the 2025-2026 Budget - Worker's Compensation; Liability Insurance; Illinois Municipal Retirement; General Obligation Bond; Social Security; Unemployment Tax; Paving & Lighting; Audit; Police Protection – Tammy presented to the Board the 2025-2026 Worker's Compensation Fund, Liability Insurance Fund, Illinois Municipal Retirement Fund, General Obligation Bond Fund, Social Security Fund, Unemployment Tax Fund, Paving & Lighting Fund, Audit Fund, and the Police Protection Fund. The Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund will be reviewed at the June 16th Regular Meeting. Tammy noted the Beginning Cash on Hand figure for each fund will be provided once the 2025 Princeton Park District Audit is completed. The audit is scheduled to begin the week of July 28th.

Alexander Pool Opening Date & General Information – Nick stated the Alexander Pool is set to open on May 31st. New pool drain covers have been installed and the engineer will need to sign off before the pool can be filled. The first session of swimming lessons is full, with additional sessions to be offered.

OLD BUSINESS:

Update on the IDNR Grant – Tammy noted we are ready to proceed with the installation of the new playground equipment. A meeting with all those involved will need to be scheduled before the project begins. It was noted the old playground will remain accessible while the new playground is being constructed.

Legislative Conference Report – Nick stated he and Brett attended the 2025 Legislative Reception & Conference on April 29th & 30th. Nick noted they were able to have a brief meeting with Rep. Ryan Spain and thanked him for his support of the OSLAD grant and his reference letter for the park district's project. Overall, the conference was informational and we were able to do a lot of networking.

DEPARTMENT REPORTS:

The Board reviewed and accepted the following report:

- Superintendent of Parks/Maintenance
- Assistant Director/Recreation
- Front Desk Supervisor/Rentals

OTHER BUSINESS:

The Board reviewed the Executive Director's Report.

ADJOURNMENT:

At 5:57 p.m. motion was made by Commissioner Cochran and seconded by Commissioner Youngren to adjourn. A roll call was taken: ayes – all; nays – none. The motion carried.

Brandon Nyman, President

Dennis Nink, Secretary