

**REGULAR MEETING MINUTES  
OF THE COMMISSIONERS OF THE  
PRINCETON PARK DISTRICT  
JUNE 16, 2025**

**CALL TO ORDER:**

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

**ROLL CALL:**

Present were Commissioners Abbie Cochran, Dennis Nink, Brandon Nyman, Dan Smith, and Les Youngren. Also present were Executive Director, Tammy Lange and Attorney Bob Russell.

**PERFECTION OF AGENDA:**

None.

**APPROVAL OF MINUTES:**

President Nyman requested a motion for approval of the minutes of the Regular Meeting held on May 19, 2025. Motion was made by Commissioner Cochran and seconded by Commissioner Nink. 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 \$31,017.47 and for the Princeton Park District in the amount of \$23,600.68 was presented for the time period of May 20, 2025 through June 16, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$15,514.30 and Princeton Park District in the amount of \$4,611.95 for the time period of May 20, 2025 through May 31, 2025, and handwritten checks for the Bureau County Metro Center in the amount of \$5,565.77 and Princeton Park District in the amount of \$4,967.21 for the time period of June 1, 2025 through June 16, 2025, as well as Business Visa Card for May 2025 in the amount of \$6,637.91. President Nyman requested a motion to approve all the Bureau County Metro Center and Princeton Park District claims for a total amount of \$91,915.29. Motion was made by Commissioner Nink and seconded by Commissioner Cochran. 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 May 2025 was \$201,035.30.

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

### **NEW BUSINESS:**

**Reorganization of the Board Committees – The first person listed will act as chair of the committee** – Tammy reviewed with the Board the various Committees and the need to appoint a Chair and Member to each one. After some discussion, the Board agreed upon the following appointments:

<u>Committee Name</u>	<u>Chair</u>	<u>Member</u>
Budget & Finance	Commissioner Nink	Commissioner Nyman
Buildings, Grounds & Police	Commissioner Smith	Commissioner Youngren
Personnel, Publicity & Recreation	Commissioner Cochran	Commissioner Nyman
Policy, Ordinances & Insurance	Commissioner Youngren	Commissioner Nink
FOIA & Open Meetings Act	Commissioner Cochran	Commissioner Nyman
Zearing Trust	Commissioner Nink	Commissioner Smith
Ethics Officer	Commissioner Youngren	

**Review the First Draft of the Following Funds for the 2025-2026 Budget – Corporate Fund; Metro Center Enterprise Fund; and Recreation Program Fund** – Tammy presented to the Board the 2025-2026 Corporate Fund, Metro Center Enterprise Fund, and the Recreational Program Fund. Tammy stated at the July 21<sup>st</sup> Regular Meeting, the Budget will be reviewed in its entirety, as well as the tentative approval of the 2025-2026 Princeton Park District Budget. A Public Hearing will be held prior to the September 15<sup>th</sup> Regular Meeting, with final approval at the regular meeting. It was noted the audit is scheduled to begin Monday, July 28<sup>th</sup>.

**Review the 2025 Spring Planting Report for the F Ivan Hoover Trust Farm** – The Board reviewed the 2025 Spring Planting Report for the F Ivan Hoover Trust Farm received from Mark Nappier, Farm Manager from First Illinois Ag Group. It was noted the 71.80 Acres have been planted in corn for the 2025 crop year.

**July 4<sup>th</sup> 2025 Celebration at Zearing Park** – Tammy stated the Princeton Park District will again be partnering with the Princeton Area Chamber of Commerce and City of Princeton to host the July 4<sup>th</sup> Celebration at Zearing Park. All the events will be held at the south end of the park. The event will begin at 5:00 p.m., with the food trucks starting to serve at 4:00 p.m. The band will be playing from 6:00 – 9:00 p.m. After a brief intermission, the evening will conclude with fireworks. If there is inclement weather, the re-schedule date is Saturday, September 6<sup>th</sup>.

### **OLD BUSINESS:**

**Update on the Playground Project** – Tammy noted she, Nick and Frank met with Pat Puebla from Play and Park Structures on May 28<sup>th</sup>. The playground equipment has been ordered and should arrive in approximately six weeks, which will be around mid-July. It was noted the “mommy & me” swing will be moved from its current location and included in the new playground area.

**DEPARTMENT REPORTS:**

The Board reviewed and accepted the following report:

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

**OTHER BUSINESS:**

The Board reviewed the Executive Director's Report.

**EXECUTIVE SESSION:**

Motion was made by Commissioner Nyman, seconded by Commissioner Cochran, and unanimously carried to meet in executive session to discuss Personnel pursuant to Section 2 (c) 1 of the Illinois Open Meetings Act at 5:46 p.m. A roll call was taken: ayes – all, nays – none. The motion carried.

The Board returned to regular session at 6:20 p.m.

**BOARD ACTION FOLLOWING EXECUTIVE SESSION:**

No action was taken.

**ADJOURNMENT:**

At 6:21 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.

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Brandon Nyman, President

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Dennis Nink, Secretary