

**Vermilion County Conservation District
Headquarters: Kennekuk County Park
Danville, IL**

**RECORD OF PROCEEDINGS
REGULAR MONTHLY MEETING OF THE
BOARD OF TRUSTEES**

**Wednesday, July 21, 2021
4:30 p.m.
Cellular One Classroom
Environmental Education Center
Kennekuk County Park, Danville, Illinois**

Vice President Staske called the July Regular Meeting of the Vermilion County Conservation District Board of Trustees to order and opened the meeting with the Pledge of Allegiance to the American Flag.

Agenda item number three, Roll Call showed the following to be present.

Trustees Present: Michael P. Arbuckle
Michael H. Gast
Randy A. Johnson
Doug R. Staske

Trustee(s) Absent: none

In attendance were Executive Director Jamie Pasquale, Associate Director of Administration and Personnel Kim Fox.

Staff member present Gary Tyrl.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda.

Vice President Staske asked for amendments to the agenda.

Trustee Johnson moved to approve the agenda as presented. This was followed by a second from Trustee Arbuckle. All in favor by acclamation, motion carried.

Agenda item number five. Approval of the Minutes from the May 19, 2021 Regular Meeting. The June regular meeting was canceled.

With no comments or corrections, Trustee Gast moved to approve the May 19, 2021, Regular Meeting Minutes. This was followed by a second from Trustee Arbuckle. All in favor by acclamation, motion carried.

Item number six. Audience Comments. Vice President Staske stated each person has a maximum of three minutes, total maximum of 30 minutes for all audience comments.

Agenda item number seven, the Treasurer's Report. Vice President Staske asked if there were any questions on items seven a through h. This included the bills, checks and journal entries for May 2021 and June 2021.

With no questions or discussion, *Trustee Johnson moved to approve the Treasurer's Report items seven a through h. This was followed by a second from Trustee Gast.*

Vice President Staske requested a roll call vote. The results as follows:

Trustee Johnson	-	yes
Trustee Staske	-	yes
Trustee Gast	-	yes
Trustee Arbuckle	-	yes

The vote was 4 – 0 in favor, motion carried.

Agenda item number seven I. Report on Cash and Investments. Associate Director of Administration and Personnel Fox included reports dated July 21,2021.

The grand total of cash and investments for July 21, 2021: \$2,013,025.00. This compares to \$1,703,945.00 in July of 2020. Trustee Gast moved to approve the cash and investment report. This was seconded by Trustee Johnson. All in favor by acclamation, motion carried.

Agenda item number eight, Specific Items of Business to be Transacted.

Item eight a. Election of officers. Director Pasquale advised that the County Board has not received any applications for a new trustee. In the past the Trustees have postponed Trustee elections until there was a full board. Vice President Staske recommended to proceed with election due to the uncertainty of when a new Trustee will be appointed. All Trustees agreed. Trustee Johnson made a motion of a slate of officers: Trustee Staske for President, Trustee Johnson for Vice President, Trustee Arbuckle for Treasurer, and Trustee Gast for Secretary. The motion was seconded by Trustee Arbuckle. No other nominations for officers were made.

Vice President Staske requested a roll call vote.

Trustee Johnson	-	yes
Trustee Arbuckle	-	yes
Trustee Gast	-	yes
Trustee Staske	-	yes

The vote was 4-0 in favor, motion carried.

Agenda item eight b. Discussion of changes the VCCD personnel policy, section 1.5, section 3.11, and section 3.14.

Director Pasquale would like to see some item of section 1.5 of public relations removed from the policy. After discussion it was agreed that the several items of section 1.5 could be removed. An updated policy will be presented for approval at a future meeting.

Section 3.11 of the personnel policy address use of sick leave. Director Pasquale would like to see the policy address employees accumulated sick leave. Currently there is no policy on if an employee could use accumulated sick leave to be off work for an extended period of time for medical reasons. After discussion the trustee's agreed that they would like to have policy and requested Director Pasquale to research policies of other agencies. Director Pasquale advised he would do so and that the policy would need to be approved and written by the VCCD legal counsel.

Section 3.14 of the personnel policy list the VCCD holiday for employees, Director Pasquale asked if the Trustees would like to add Juneteenth as a VCCD holiday. After Discussion the Trustees feel that the current 14 holidays are enough and do not wish to add another holiday.

Agenda item number eight c. Review of Executive Session Minutes from April 18, 2018, May 8, 2018; May 23, 2018; December 5, 2018; May 15, 2019; July 17, 2019. Director Pasquale stated that all executive session minutes have to be reviewed twice a year for approval to be released or held. Director Pasquale advised the Trustees that due to legal agreements in the above Executive Session Minutes it would be best to hold all of the minutes. Trustee Johnson moved to hold the Executive Session minutes. This was followed by a Second from Trustee Gast.

President Staske requested a roll call vote. The results as follows:

Trustee Johnson	-	yes
Trustee Gast	-	yes
Trustee Arbuckle	-	yes
Trustee Staske	-	yes

There was no executive session.

Agenda item nine. Report from the Executive Director. Executive Director Pasquale began by reporting that Moreman Co. has completed roofing at the Atwood House and Laury Barn.

Summer Camps were held this year at Forest Glen and Kennekuk, some additional camps were added due to camps filling up.

Vehicle counters have been installed at Forest Glen, Lake Vermilion, and Kennekuk parks. The monthly totals for June were 5,700 for Forest Glen, 9,500 for Kennekuk and 18,500 for Lake Vermilion. The total count for Lake Vermilion will be hard to determine because counter would most likely count a vehicle pulling a trailer as two units.

The Gannett Center remodel project is continuing. This phase is focusing on the bathrooms.

528 feet of new handrails have been installed at the boardwalk. An additional 576 feet of railings are on order. The total length of rails is 1,776 feet.

Agenda item ten, President and Trustee comments

No trustee comments.

This concluded President & Trustee Comments.

With no further discussion and all business transacted, *Trustee Johnson moved to adjourn the meeting, second by Trustee Arbuckle. All in favor by acclamation. The meeting was adjourned at 5:22 p.m.*

Michael H. Gast
Secretary
VCCD Board of Trustees