

Mission: To create community

Vision: The "place to be" for exceptional experiences

Core Values: Innovation, Sustainability, Inclusion, and Exceptional Services

Minutes of the Warrenville Park District Regular Meeting of the Board of Commissioners Held on June 26th, 2025

Call to Order:

President DiCianni called the meeting to order at 6:15 pm.

Pledge of Allegiance:

Roll Call: President Thornbury – Present

Commissioner Wilkie – Present Commissioner Coons – Present Commissioner Machowski – Present Commissioner DiCianni – Present

Others Present:

Tim Reinbold, Executive Director/Board Secretary

Penny Thrawl, Executive Assistant/HR Manager/Assistant Board Secretary

Gregg Ireland, Superintendent of Parks & Facilities

Matt Odom, Superintendent of Recreation/Safety Coordinator

Linda Straka, Superintendent of Finance & Technology

Michelle Savage, Office Manager

Approval of June 26th, 2025 Regular Meeting Agenda:

MOTION: Commissioner Wilkie Moved to Approve the June 26th, 2025 Regular Meeting Agenda. Seconded by

Commissioner Machowski.

Roll Call Vote:

Commissioner Thornbury -Aye Commissioner Wilkie - Aye President DiCianni - Aye

Commissioner Machowski - Aye Commissioner Coons - Aye

5-Ayes, 0-Nays, 0-Absent MOTION CARRIED.

Public Comment: No public present.

Approval of Regular Meeting Minutes of the Board of Commissioners for May 15th, 2025:

MOTION: Commissioner Machowski Moved to Approve the May 15th, 2025 Board Minutes. Seconded by

Commissioner Wilkie.

Roll Call Vote:

Commissioner Wilkie - Aye Commissioner Coons - Aye Vice President DiCianni - Aye President Thornbury - Aye Commissioner Machowski - Aye

5-Ayes, 0-Nays, 0-Absent MOTION CARRIED.

Financial Reports

Approval of Financial Statement for the Period Ending May 31st, 2025:

MOTION: Commissioner Coons Moved to Approve the Financial Statements for ending May 31st, 2025. Seconded by Commissioner Thornbury.

Roll Call Vote:

Commissioner Machowski - Aye President Thornbury - Aye Commissioner DiCianni - Aye 5-Ayes, 0-Nays, 0-Absent Commissioner Coons - Aye
Commissioner Wilkie - Aye

Approval of Expenditure Report through May 31st, 2025, in the Amount of \$196,615.31:

MOTION: Commissioner Machowski Moved to Approve the Expenditure Report through May 31st, 2025 in the Amount of \$196,615.31. Seconded by Commissioner Wilkie.

Roll Call Vote:

MOTION CARRIED.

Commissioner Machowski - Aye Commissioner Thornbury - Aye

President DiCianni - Aye 5-Ayes, 0-Nays, 0-Absent MOTION CARRIED.

Commissioner Wilkie - Aye Commissioner Coons - Aye

The Executive Assistant interrupted and asked to go back to the Approval of the Regular Meeting Minutes of May 15th, 2025 as there was an error in the May 15th, 2025 minutes that were delivered to Commissioners in the Board Packet to review. Under Item XI.i. Appointment of Attorney, the Roll Call Vote did not reflect the actual vote, as it listed that all Commissioners voted Aye, when both Commissioner Thornbury and Commissioner Machowski "Abstained". This has been corrected to read 3-Aye, 0-Nay, 2-Abstention (Machowski, Thornbury) on the original hard copy to be signed.

The Executive Assistant also noted that Item VI. h. Appointment of Executive Director was left out of the May 15th, 2025 Minutes that were included in the packet. This has been included in the original hard copy of the Regular Meeting Minutes of the Board of Commissioners for May 15th, 2025 that was approved earlier.

Commissioners did not want a copy of the corrected minutes.

Correspondence:

<u>Letter from DuPage County Clerk regarding the Consolidated Election</u>: A letter was received thanking the District for opening our doors to DuPage County voters during the 2025 Consolidated Election.

<u>Warrenville Park District "At a Glance" (from PDRMA)</u>: The Executive explained that this is an annual snapshot of the services and what the District used in the past year; Wellness participation, education & training 2024, Rate Stabilization, Legal Services and Health. It was stated that this document is very informative.

Old Business:

Cerny Park OSLAD Update: Phase I & Phase II:

The Executive Director explained that this past month there has been a tremendous amount of work at Cerny with the removal of concrete and the excavation of the property.

- The foundation under the shelter has been resurfaced along with the perimeter of the building and walkways.
- The area around the shelter, the dirt work has been leveled off so it can be utilized for the third and fourth of July festivities down there.
- The new playground area has been curbed and many of the sidewalks that will surround the area have been poured.
- The side shelter has been resurfaced along with a new memorial bench that has been installed, including companion seating.
- Colors have been reviewed and selected for the shelter roof, shelter posts and gutters.
- The playground poured-in-place surface has been selected
- Hacienda is going to be laying down seed in a seed blanket over the course of next week, as it
 was on their agenda to do that, and
- City staff is going to fence off around that area and create walkways to the gazebo so as the area will not be trampled on. The Executive Director and the Superintendent of Parks & Facilities Gregg Ireland met at Cerny with Jeff and also with Jamie to go over all that.
- The Executive Director noted, over the course of the last two days, the playground installation is almost, if not all completed. Yesterday, they were probably about 70% completed.

The Executive Director and Superintendent of Parks & Facilities met with Hacienda for the weekly update, and the area will be ready to be used next week, so this area should be all completed and taken care for the 4th of July celebration.

Over the course of the next couple days, the sub-base materials, and drainage will be installed that will go underneath before they lay the base layer and then the poured-in-place surface over the top of that.

It was explained that the playground area will not be completed by the 4th of July and would not be accessible. He explained the one not completed, and is scheduled to be completed after the 4th of July celebration, is the roof. The Executive Director stated he will be stopping by Cerny after the meeting.

Other things that are taking place at Cerny Park; the area where the two pickleball courts will be located has been excavated and testing will need to be completed. Jamie Clark, Capital Maintenance Superintendent with the City of Warrenville and Hacienda are working together to get this scheduled as they have to wait four (4) days in order to perform the testing.

The Executive Director stated that the basketball court will also be ground and redone, a lot of asphalt work needs to be completed. It is schedule to be completed by the end of July and are hopeful that it will take place then. Hacienda is aware of this completion date.

When speaking with Joe Rousseau on-site about scheduling of the Phase II meetings already, which will start in the next couple weeks, and will then start the same process as we had this year, and start construction next summer.

When asked regarding the swings the Executive Director stated that the concrete has not been poured for the polls as of date and is not sure if this will be completed by the 4th. The City is going to hire a carpenter to have the pad or the concrete all poured, but the poles will be wrapped and that will be completed

Several project approvals have been completed for the Cerny site, including surfacing colors, roof color for the shelter, and gutter details. Progress is ongoing, with concrete pads poured and problematic poles scheduled to be wrapped by a city-hired carpenter. The area will be safe for upcoming festivities.

Recent updates include mowing, rototilling, and adding sand, as well as new fire poles installed by the city. The new playground will feature a wave-style blue-green color scheme to coordinate with nearby facilities. The pavilion relocation has improved accessibility with circular concrete paths suitable for wheelchairs. In phase two, certain gazebos will be relocated or connected via sidewalks.

It was stated that the Fire Department was out there yesterday and installed new fire polls.

New Business:

Resolution 2025-08: A Resolution Honoring Mayor David Brummel for 20years of Dedicated Service to the City of Warrenville: President DiCianni stated that with Mayor David Brummel currently running late, we will move onto the next item and return once Mayor Brummel is here.

<u>City of Warrenville Development Updates Amy Every, Director of Community and Economic Development</u>: Executive Director Tim Reinbold introduced the City of Warrenville Director of Community and Economic Development Amy Every. He explained that the Board asked for an update on the City of Warrenville's development activity, city strategic plan alignment, FY25 accomplishments, upcoming projects, and potential collaboration with the Park District—especially around how new developments that may impact park services.

Key Development Activity

Route 59 Corridor

- **Prairie Cannabis**: First dispensary in Warrenville, open since Jan 2025, operating smoothly.
- Everton & Lexington: Fully built and occupied; no further phases planned.
- 4M Building: Multi-tenant retail with drive-thru; tenants TBD.
- Starbucks & Dream Clean Car Wash: Approved; construction to start fall 2025.
- Culver's / Popeyes Site: Still in negotiation.
- Synergy (Two Brothers site): 180-unit residential project in planning.
- East Butterfield & 59: City-owned 7-acre parcel under purchase/sale agreement for mixed-use (medical office, retail, residential).
- Iron Gate Phase II: Residential/garage-heavy concept.
- State Juvenile Detention Facility: Fire-damaged; state to rebuild smaller facility, freeing land for possible light industrial.

Cantera

- Northwestern Medicine: Expanding cancer center.
- Orion STEM High School: Retrofit of vacant office building; strong academic partnerships.

Cantera - Continued

- Vet Clinic: Opening near Starbucks.
- Self-Storage Facility: Approved, design adjustments pending.
- Vacant McDonald's: Marketing for subdivision into multiple tenants.
- Riverview West: Senior residential; in planning review.
- Cantera Point: Revised to 91 units with added open space/play areas.
- OSI Agriculture HQ: Relocating from Aurora to Warrenville.

Downtown & Other Areas

- Warrenville By Design Overlay: Encouraging redevelopment aligned with community vision; recent denial of gas station proposal.
- OTRS #2 (former Citgo): RFP out for redevelopment as town center anchor.
- BP 22-acre parcel (Warrenville & Herrick): For sale; could be residential, institutional, or other use.

Housing Trends & Park Impact

- ✓ Shift toward higher-density housing is market-driven (cost, preferences, ROI), not city policy.
- ✓ Discussion on whether Park District should reconsider cash-in-lieu policy and consider playgrounds in higher-density projects due to unexpected numbers of children.

Strategic Plan Alignment

City goals:

- 1. Energetic & healthy economy
- 2. Engaged & connected community
- 3. Quality city services
- 4. Supportive & responsive workforce
- 5. Safe & healthy neighborhoods

Community Development leads efforts in business engagement, home-based business support, Cantera future planning, zoning/code updates, sustainability outreach, and managing limited sanitary capacity.

FY25 Highlights

- Business survey launched; increased outreach/resources for local businesses.
- "Pop-Up Shops" & Merry Marketplace partnership with Park District; strong demand.
- Zoning updates for short-term rentals & donation bins.
- ADA Transition Plan & Fair Housing updates in progress.
- Permit values, fees, and solar installations up; population officially over 15,000 (expected 17– 18k in 10 years).
- Census correction projected to add \$3M+ in revenue.

Resolution 2025-08: A Resolution Honoring Mayor David Brummel for 20 years of Dedicated Service to the City of Warrenville:

President DiCianni presented Resolution 2025-08; A Resolution Honoring Mayor David Brummel for 20 years of service to the City of Warrenville. Resolution 2025-08 highlights his integrity, vision, and commitment to the community, strong partnership with the Park District, advocacy for recreation and wellness, visible presence at local events, support of cultural and artistic programs, and contributions to community spirit during holidays.

The Board expressed gratitude for his unwavering leadership, collaboration among local taxing bodies, and a lasting positive impact on residents. Resolution 2025-08 was presented on June 26, 2025, along with a token of appreciation.

In his remarks, Mayor Brummel thanked the Board and staff, praised their dedication to the community, and reflected on the cooperative relationships between the City and the District. He expressed pride in their shared accomplishments.

MOTION: Commissioner Machowski Moved to Approve Resolution 2025-08: A Resolution Honoring Mayor David Brummel for 20 Years of Service to the City of Warrenville. Seconded by **Commissioner Coons.**

Roll Call Vote:

Commissioner Wilkie - Aye Commissioner Machowski - Aye President DiCianni - Aye

5 - Ayes, 0 - Nays, 0 - Absent MOTION CARRIED.

Commissioner Thornbury -Aye Commissioner Coons - Aye

Review and Approval of Resolution 2025-09: Naming NuMark Credit Union as Depository for Warrenville Park District and Authorizing Account Signature:

MOTION: Commissioner Wilkie Moved to Approve of Resolution 2025-09: Naming NuMark Credit Union as Depository for Warrenville Park District and Authorizing Account Signatures. **Seconded by Commissioner Coons.**

It was explained that each year, the Board of Commissioners' election of officers, we are required by NuMark Credit Union to complete and approve a new Depository Resolution depicting the officers that will be considered as authorized signers to the District's Bank Account if anything has changed from the prior year. The President, Treasurer, Executive Director and Superintendent of Finance & Technology are authorized signers. The Superintendent of Finance & Technology will collect copies of Drivers' License and will have the completed signature cards available at the July Board Meeting for signatures.

Commissioner Thornbury asked if the District has periodically looked into other banking institutions and what they offer.

The Superintendent of Finance & Technology explained that the District can certainly do this if the Board directs staff to do so. It was also explained that the District has a Sponsorship Agreement the NuMark both monetary and in-kind services by providing banking services for the Summer Daze event and also provides caramel apples at the Districts Family Fall Fest.

Commissioner Thornbury stated that if the Executive Director and the Superintendent of Finance and Technology feel NuMark are comparable with rates and services, she is not sure if it is worth pursuing.

Roll Call Vote:

Commissioner Machowski - Aye **Commissioner Wilkie - Aye** President DiCianni - Aye

5-Aves. 0-Navs. 0-Absent MOTION CARRIED.

Commissioner Coons - Aye Commissioner Thornbury - Aye

Review and Signature of Post Issuance Tax Compliance Reports:

It was explained that this is our annual requirement to demonstrate compliance with the bond ordinance covenants to ensure the appropriate federal tax status for the bonds or debt obligation of the District. Board approval is not needed for the reports. The Board Treasurer will need to sign each of the three (3) Post Issuance Tax Compliance reports and the reports are then kept in-house.

Review and Approval of Ordinance 2025-10: An Ordinance Authorizing and Directing the Disposition of Certain Equipment:

MOTION: Commissioner Wilkie Move to Approve of Ordinance 2025-10: An Ordinance Authorizing and Directing the Disposition of Certain Equipment. Seconded by Commissioner Machowski.

The Executive Director stated that staff have identified equipment that is no longer useful to the District and need Board Approval to dispose of the equipment listed.

Roll Call Vote:

Commissioner Coons - Aye
Commissioner Thornbury - Aye
President DiCianni - Aye

Commissioner Machowski - Aye Commissioner Wilkie - Aye

5-Ayes, 0-Nay, 0-Absent MOTION CARRIED.

Review and Approval of Resolution 2025-11: A Resolution Approving the Agreement between the Warrenville Park District and WMC Production (Warrenville Masterpiece Community):

MOTION: Commissioner Wilkie Moved to Approve Resolution 2025-11: A Resolution Approving the Agreement Between the Warrenville Park District and WMC Productions (Warrenville Masterpiece). Seconded by Commissioner Machowski.

The Executive Director Board Report included in the Board Packet explained that the annual affiliate agreement between the Warrenville Park District and WMC is up for approval. WMC provides the District with a group that provides a theater experience to both youth and adults. The agreement has been reviewed and there are minimal changes to the agreement. WMC continues to be a valuable asset to the District and community, the District looks forward to our continued relationship.

Roll Call Vote:

Commissioner Thornbury - Aye Commissioner Wilkie - Aye President DiCianni - Aye Commissioner Machowski - Aye Commissioner Coons - Aye

5-Ayes, 0-Nay, 0-Absent MOTION CARRIED.

Review and Approval of District Safety Manual:

MOTION: Commissioner Thornbury Moved to Approve the District Safety Manual. Seconded by Commissioner Coons.

Commissioner Thornbury Stated that when reviewing the Safety Manual noticed that the number of pages did not have 98 pages as listed in the document, there was only 58.

The Executive Assistant explained that the Appendix was not included in the Board Packets' Safety Manual. Once the appendix documents have been updated, they will be replaced with the new versions if necessary.

Roll Call Vote:

Commissioner Coons - Aye Commissioner Wilkie - Aye President DiCianni - Aye

Commissioner Machowski - Aye

Commissioner Thornbury - Aye

5-Ayes, 0-Nay, 0-Absent MOTION CARRIED.

Review and Approval of District Vehicle Manual:

MOTION: Commissioner Wilkie Moved to Approve the District Vehicle Manual. Seconded by Commissioner Thornbury.

It was explained that the Districts' Vehicle Manual has been reviewed and updated by the Safety Committee. There were some minor changes and updates that have been made since the manual was last reviewed.

The Districts' Vehicle Manual has been updated with current information.

Roll Call Vote:

Commissioner Coons - Aye Commissioner Thornbury - Aye President DiCianni - Aye Commissioner Wilkie - Aye
Commissioner Machowski - Aye

5-Ayes, 0-Nay, 0-Absent MOTION CARRIED.

Review and Approval of District Municipal Directory (FOIA):

MOTION: Commissioner Coons Move to Approve the District Municipal Directory (FOIA). Seconded by Commissioner Wilkie.

The Executive Director explained that the Municipal Director (FOIA) has been reviewed and updated to include annual changes such as the updated budget, organizational chart, and Board of Commissioners' seat positions.

Roll Call Vote:

Commissioner Coons - Aye Commissioner Machowski - Aye President DiCianni - Aye Commissioner Wilkie - Aye
Commissioner Thornbury - Aye

5-Ayes, 0-Nay, 0-Absent MOTION CARRIED.

<u>Review of Board Member History</u>: When reviewing, Commissioner Thornbury noted that she remembers the Board had decided to stop adding the "Seats" within this document.

Review of Commissioners Contact List: Information Only.

<u>Discussion of Dates for the Annual Parks Tour</u>: The board discussed whether to hold their annual parks tour before a meeting, on a separate date, or skip it in favor of a closed session on land acquisition. They considered combining the parks tour to potential District acquisition sites, particularly the water tower parcel near Amazon, previously discussed for a dog park but now possibly better suited for a playground to serve nearby high-density housing areas like Everton and Lexington Trace. There was interest in gathering data from District 200 on the number of children who reside in these areas and reviewing whether the current parks are meeting their needs.

Other potential sites mentioned included Woodland, the BP parcel, and possible future opportunities like Fauci Farm. The board agreed that preserving green space is important as the city grows. They decided to schedule a closed session on land acquisition for August and tentatively hold the parks tour in August or September.

2025 3rd Quarter Special Events July 1st to September 30th: This was in the Board Packet for Commissioners.

Commissioner Thornbury stated that Tom Marks wanted to say thank you to staff and the Board for putting the horseshoe demo down at the park. Tom had told her that he spoke to Athletic and Facility Supervisor Dave Weiner regarding hanging a sign on the fence during the July 3rd and July 4th celebration advertising the "Horseshoe Instruction Program coming in September. Commissioner Thornbury stated that he had asked her to remind staff to do this.

She also explained to all, after witnessing a family struggling to play baseball, it occurred to her that we (people) make this assumption that everybody's got equal access, that everybody has been taught these things, and they really haven't. Not everybody really does, she is hopeful that the District will have a good turnout at these park events once they are there and that staff look at it as an opportunity to make your programs grow into something more or new. She suggested having basic instruction on baseball, basketball, volleyball, pickleball, bags, or other types of activities to get people out and into the parks.

Commissioner Thornbury stated that she is excited about this and is glad that staff is doing this.

Officials & Staff Reports

President: President DiCianni stated that she spoke with a couple Camp Counselors at the park, and spoke about how they were handling the heat with the kids and how they are making sure that the kids are taking water breaks, and they leave no trace behind.

Commissioners: Commissioner Thornbury spoke regarding Beep Ball and explained that it is a specially designed ball for the blind and visually impaired athletes to use. It was suggested that the Executive Director reach out to WDSRA to find out if this is something they have and can be used for programs and/or events and could bring more awareness to those with vision impairment. The Executive Director stated

> Commissioner Thornbury also stated that Leone Schmidt Heritage Park Up Shop is scheduled to be ready in November.

> Commissioner Machowski stated that he frequents the Fitness Center and although he wears headphones, but have noticed that other patrons listen to the radio. He explained that the radio cuts in and out, and some may not be tech savvy but still is cutting out daily. The Executive Director noted that it was moved recently and will check to make sure it is connected properly.

> Commissioner Coons stated that she had the pleasure of working with the Superintendent of Parks & Facilities at Summer Daze at the "Hat Bar" wear patrons could buy a hat and select from an assortment of patches. A total of forty-two (42) hats were sold, with some purchasing for Father's Day.

> Commissioner Wilkie stated that the Multicultural Event was great and is growing each year. He is looking forward to all the upcoming events; 4th of July Celebration, Summer Daze.

Executive Director: The Executive Director stated that the Application to sit for the Recertification of Distinguished Agency through IAPD has been sent, which the District will sit for reaccreditation in October.

> The Executive Director noted that the District has a great partnership with State Representative Janet Yang Rohr, also with her assistant, a great partnership. He was notified that the District is on the docket to receive a \$300,000 grant for improvements to Sesqui Park.

Department Heads: The Office Manager reported that the Guest Services staff have really done a tremendous job in dealing with summer camp; last-minute registrations and changes, working with camp families, gathering all needed documents.

> New staff are getting acclimated with the processes that Guest Services provides for patrons, participants, camps, events, and other needs.

> The Superintendent of Finance & Technology reported that the auditors are completing their field work.

> The <u>Superintendent of Recreation/Safety Coordinator</u> reported on camp enrollments.

> The Superintendent of Parks & Facilities stated that he will be overseeing Lunch Time Live this week as the Marketing & Community Engagement Manager is out this week.

Closed Session - Semi Annual Review of Closed Session Minutes, 5 ILCS 120 2 (C) 21 - Discussion of Minutes of Meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-Annual review of the minutes as mandated by Section 2.06.

The Executive Director explained that the Board reviews and when back in Open Session will vote onte on:

Review and Approval of Ordinance 2025-12: An Ordinance Authorizing and Directing the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Warrenville Park District, which includes: June 15, 2023 - Semi Annual Review of Closed Session Minutes; and,

Approval of Release of Closed Session Minutes; December 19, 2024: Semi-Annual Closed Session Minutes.

MOTION: Commissioner Wilkie Moved to go into Closed Session - Semi Annual Review of Closed Session Minutes, 5 ILCS 120 2 (C) 21 - Discussion of Minutes of Meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-Annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Coons.

Roll Call Vote:

Commissioner Machowski - Aye Commissioner Coons - Aye President DiCianni - Aye

Commissioner Wilkie - Aye Commissioner Thornbury - Aye

5-Aves, 0-Nay, 0-Absent MOTION CARRIED.

In Closed Session 6:58 p.m.

Back in Open Session 7:01 p.m.

Take Action, if Any, on Matters from Closed Session

Review and Approval of Ordinance 2025-12: An Ordinance Authorizing and Directing the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Warrenville Park District, which includes: June 15, 2023 - Semi Annual Review of Closed Session Minutes:

MOTION: Commissioner Wilkie Moved to Arise from Closed Approve Ordinance 2025-12: An Ordinance Authorizing and Directing, the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Warrenville Park District, which includes: June 15th, 2023 - Semi-Annual Review of Closed Session Minutes. Seconded by Commissioner Machowski

Roll Call Vote:

Commissioner Wilkie - Ave Commissioner Coons - Aye

President DiCianni -Aye

5-Ayes, 0-Nays, 0-Absent MOTION CARRIED.

Commissioner Machowski - Ave **Commissioner Thornbury - Aye**

Approval of Release of Closed Session Minutes; December 19th, 2024 - Semi-Annual Review of Closed **Session Minutes:**

MOTION: Commissioner Wilkie moved to Release of Closed Session Minutes; December 19th, 2025 -Semi-Annual Review of Closed Session Minutes. Seconded by Commissioner Machowski.

Roll Call Vote:

President Thornbury -Aye Commissioner Coons - Ave

Commissioner DiCianni - Aye

5-Aves, 0-Navs, 0-Absent **MOTION CARRIED.**

Commissioner Wilkie - Aye Commissioner Machowski - Aye

Any Other Business That May Properly Come before the Board for Discussion Only: None.

Adjournment: Commissioner Wilkie moved to Adjourn. Seconded by Commissioner Thornbury.

Voice Vote: 5-Ayes, 0-Nays, 0-Absent.

MOTION CARRIED.

Adjourned at 7:04 PM

Approya

Denise DiCianni, President

Tim Reinbold, Board Secretary