

**COMMITTEE MEETING MINUTES**  
**TUESDAY, FEBRUARY 27, 2024**  
**FRANKFORT, IL – FOUNDERS COMMUNITY CENTER**

**7:00 p.m.**

- I. Call Committee to Order – President McCarey called the meeting to order at 7:22 p.m.  
Attendance: Commissioners Ruvoli, McCarey, Ponton, and Gentry; and Executive Director, Gina Hassett.  
Absent: Commissioner Barz
  
- II. Administration – New employee Regina Ross-Ellison is a huge asset. She is adapting well. Gina gave her a copy of the personnel manual. Commissioner Ruvoli had a conversation with her former boss who gave her glowing accolades.
  
- III. Illinois DCEO Grant –
  - A. Fort Frankfort –
    - i. Town Hall Meeting Summary – It was held February 15<sup>th</sup> at 7:00 p.m. to discuss the grants with Senator Hastings. Tod from Design Perspectives was present. At the Townhall some of the stickers on the exhibits were placed by people who were not totally understanding the concept. Gina is trying to get access to a classroom at one of the schools to propose ideas to the real end users – kids.
    - ii. Survey – The survey is still open through March 1<sup>st</sup>. Gina shared some of the feedback and most want an updated version of Fort Frankfort. She reached out to Leather & Associates who submitted the rendering. The design can be tweaked and the slides, greenery, etc. can be added. Leather & Assoc does Community Builds or Contractor Builds, but the State of Illinois has prevailing wage laws. Also the grant is unique in the fact that they encourage the use of minority or women owned contractors. There is no grant agreement yet but Gina heard back from the State that the funds have been released. A fence barrier will be alongside the parking lot but it won't be totally enclosed with a fence.
  
- IV. Facility & Property Update
  - A. Windy Hill OSLAD – Signs have been produced saying construction will begin soon. The contractor is on vacation now. Typically this time is not conducive to starting a project.
  
  - B. Laraway Road Property – road expansion – No update.
  
  - C. Land Donation – No further update
  
  - D. Five Oaks Park Property – This will be discussed in the Executive Session.
  
  - E. Facility Rental Opportunities – A Micro School (home schooled based) is interested in renting the two rooms at the Founders Center. They would need it Mon-Thurs 8-2 and Fri 8-11. They are a not-for-profit organization and need a location that is under special use permit. They also have security requirements that Gina does not think could be met. They pay their current location \$2,000 per month. Staff thinks the need would be \$6,000 to \$10,000 rental. It would have a big impact on the building and programming.

- V. Referendum – Gina will talk to Williams Architects to get the process started. She will ask Tod from Design Perspectives for an agreement for the survey. She will make it clear to Williams that the Board will ramp up process and see how far they can go as milestones are met. President McCarey asked that all the commissioners reach out to friends and neighbors to get their support. Commissioner Ruvoli wanted to know if a complete demolition and rebuild was explored. Gina said that the Village would require additional parking and storm water detention. The excel worksheet to determine the cost of the Bond and tax increase was discussed.
- VI. FY 24/25 Budget – The budget process is a little behind. Gina will update the work sheets and get them to the staff. Ed, Regina and Gina will look at utilities & projects and compare to prior years. The budget can be discussed at the April Committee meeting and approval should be at the May Regular Meeting.
- VII. Miscellaneous - None
- VIII. Executive Session for the purpose of discussing: The purchase or lease of real estate 5 ILCS 120/(2)(5)); Personnel 5 ILCS 120/2(c)(1); imminent or pending litigation 5 ILCS 120/2(2)(c)(1). President McCarey asked for a motion to go into Executive Session.

***Commissioner Gentry so moved and Commissioner Ponton seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:54 p.m.***

- IX. Open Session - With nothing further to discuss, President McCarey asked for a motion to end the Executive Session and return to the Open Session of the Committee Meeting. Commissioner Ponton so moved, and Commissioner Gentry seconded the motion. Motion passed by a voice vote at 8:04 p.m.
- X. ADJOURNMENT – President McCarey asked for a motion to adjourn the Committee Meeting at 8:04 p.m.

***Commissioner Gentry made a motion to adjourn, and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye.***

Respectfully submitted,

Mary T. Strand Board  
Minutes Secretary