

**OAK FOREST PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF A REGULAR MEETING  
THURSDAY, DECEMBER 5, 2024**

**Commissioners Present**

James Emmett, President  
Roy Pruitt, Commissioner  
Joseph Pilch, Commissioner

**Others Present**

Elizabeth Blood, Attorney  
Kirstin Dahm, Director

**Absent**

Chuck Wolf, Vice-President  
James Katula, Secretary

**Call to Order and Pledge of Allegiance**

Commissioner Emmett called the regular meeting to order at the Oak Forest Park District Community Center, 15601 S. Central, Oak Forest, IL at 7:05 p.m.

**Roll Call**

Upon a roll call Commissioners Emmett, Pruitt, and Pilch were present.

**Approval of Minutes of November 7, 2024 and November 21, 2024 Board Meetings**

Commissioner Pilch made a motion to approve the minutes of November 7, 2024 and November 21, 2024 Board Meetings; seconded by Commissioner Pruitt.

Roll Call Vote: Emmett – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

**Public Session**

Commissioner Emmett opened Public Session, no one was present.

**Communications**

Director Dahm informed that the staff Christmas luncheon would take place on Friday, December 20<sup>th</sup> and all commissioners are invited.

**Consent Calendar Approval of the Department Head Reports, and Approval of OFPD Flag Football Meeting Minutes of November 4, 2024**

Commissioner Pruitt made a motion to approve the Consent Calendar as presented, seconded by Commissioner Pilch.

Roll Call Vote: Emmett – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

**Consideration of Bills – Vouchers dated December 5, 2024 in the amount of \$110,709.87**

Commissioner Pilch made a motion to approve the bills-vouchers dated December 5, 2024 in the amount of \$107,939.65; seconded by Commissioner Pruitt.

Roll Call Vote: Emmett – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

## **ACCEPTANCE OF THE FOLLOWING REPORT**

### **A. Directors Report**

Director Dahm informed that the first draft of the spring summer brochure has been returned. This brochure should be in the mail to residents at the end of February. Director Dahm also informed that she has been working on the 2025 budget, and that she will be meeting with staff to go over budget items. Director Dahm discussed the status of the HVAC rooftop unit over the gym, and there were concerns that it could potentially need to be replaced in the near future. Director Dahm stated that according to the contractor that works on the Park District HVAC, it could be quite costly. Director Dahm informed that they were attempting to make any repairs necessary to keep the unit in working order as long as possible. Director Dahm inquired about who would be attending the IPRA/IAPD Conference in January, and if they could let her know so she can plan accordingly. Finally, Director Dahm notified that Park District Administrative Offices would be closed December 23, 24, and 25, and would resume normal hours on December 26.

### **B. Treasurer's Report**

None

### **Old Business**

None

### **New Business**

#### **A. Approval of the 2025 Engagement Letter with Joseph McDonnell**

Commissioner Emmett made a motion to Approve the 2025 Engagement Letter with Joseph McDonnell; seconded by Commissioner Pruitt.

Roll Call Vote: Emmett – Yes, Pruitt – Yes, Pilch - Yes

Motion approved.

### **Commissioner Comments**

None

### **Adjourn**

There being no further business to discuss, Commissioner Emmett made a motion to adjourn the meeting, seconded by Commissioner Pruitt.

On a voice vote, the motion to adjourn at 7:24 p.m. was approved.

**Approved:**

  
James R. Emmett, President

**Attest :**

  
James Katula, Secretary