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VILLAGE OF NORTH BARRINGTON
PARKS AND RECREATION COMMISSION
MEETING MINUTES
Monday, May 12, 2025

Call to Order

The meeting was called to order at 5:30 p.m.

Roll Call

Roll Call was answered by Chairperson David Lauffer, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney. Dwight Bennett entered the meeting at 5:35 p.m. Also present was R. Lazar and Administrative Assistant Sue Murdy.

Public Comment

There was no public comment.

Approve Minutes of April 8, 2025 Special Meeting

Motion by Tammie Mahoney and seconded by Jeff Harwood to approve the Minutes of April 8, 2025, Parks and Recreation Commission Special Meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

Approve Minutes of April 14, 2025 Meeting

Motion by Tammie Mahoney and seconded by Jeff Harwood to approve the Minutes of April 14, 2025, Parks and Recreation Commission Meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

Approve Minutes of April 22, 2025 Special Meeting

Motion by Tammie Mahoney and seconded by Jeff Harwood to approve the Minutes of April 22 2025, Parks and Recreation Commission Special Meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

Approve Minutes of April 29, 2025 Special Meeting

Motion by Tammie Mahoney and seconded by Jeff Harwood to approve the Minutes of April 29, 2025, Parks and Recreation Commission Special Meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

New Items

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A. Review Signage for Summer Concerts: Requesting Designs from a Vendor

There was extensive discussion about purchasing new signage for the scheduled events. The option of purchasing A Frame signage that has interchangeable panels was discussed as well as the continued usage of two-sided yard signs. It was decided that Kasia Lazar would forward new sign content to Administrative Assistant Sue Murdy, who will contact State Graphics to design new yard signs. The Commission would like 20 signs to use for the Summer Concerts and 20 signs to use for the Kids Concert.

B. Review Sign Placement for Summer Concerts

The Commission reviewed the signage placement list in their meeting packet. Chairperson Lauffer would like to assign each Commission member a Village location to place the signs the Sunday/Monday prior to the concert.

C. Final Preparations for:

1. June Summer Concert-The Commission discussed the details of the June 14, 2025, Summer Concert. Jeff Harwood will meet the performer, Kerosene Band, at Eton Park to review the venue. Administrative Assistant Sue Murdy reviewed a pre-concert checklist.
2. June Kids Concert-The Commission discussed the details of the June 21, 2025, Kids Concert. They decided to have a tent for the attendees in case of rain or hot weather. There was extensive discussion about the pizza being served. Dwight Bennett will research pizza trucks. A cooler will be ordered to hold cold drinks.

D. Fall Fest Preparations

1. Vendors-Administrative Assistant Sue Murdy stated the vendors are reserved for the Fall Festival, scheduled for October 5, 2025, from 1:00 pm to 4:00 pm. The Commission reviewed a list of items for discussion.
2. Event Signage-The Commission would like to have directional information signage placed at various locations within the tents at the event.

E. Leonard Park Updates-The Commission will follow up with Village Administrator John Lobaito for an update on the walking path repairs.

F. Other Events (Tree Lighting, other)-this item will be discussed at a subsequent meeting.

Motion by Chairperson Lauffer and seconded by Tammie Mahoney to install trail cams to monitor activity on the walking trail. On voice vote Chairperson Lauffer, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion carried.

Budget Review and Updates

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This item will be discussed at a subsequent meeting.

Recruitment Updates

- A. Open Seats for Commission Members-**Parks and Recreation Commission Chairperson Lauffer will discuss this issue with the Village President.

Initiative Updates

A. Consultant Next Steps: Contract & Added Survey Services

The Commission is waiting for a response from Kimley-Horn regarding a more extensive resident survey and the costs. Their recommendation will be presented at the Board of Trustees Meeting on June 18, 2025.

Marketing Support

A. Intern/Volunteer/Social Media (Facebook)

The Commission discussed the importance of visibility in the community. Tammie Mahoney is working on the design of the Village Facebook page.

B. Website Update

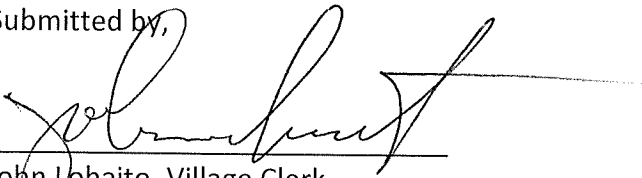
The Commission plans to have a dedicated page on the new Village website, which will launch this year. Ideally, the page would display a slideshow of Parks & Recreation Commission events. Chairperson Lauffer would like to be the point of contact for the website updates.

Adjournment

Motion by Jeff Harwood and seconded by Kasia Lazar to adjourn the meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar, and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

The Meeting was adjourned at 6:55 p.m.

Submitted by,



John Lobaito, Village Clerk

