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VILLAGE OF NORTH BARRINGTON
PARKS AND RECREATION COMMISSION
MEETING MINUTES
September 9, 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 (via ZOOM) and Tammie Mahoney. Dwight Bennett entered the meeting at 5:40 p.m. Also present was Village Administrator John Lobaito and Administrative Assistant Sue Murdy.

Public Comment

There was no public comment.

Approve Minutes of August 12, 2025 Meeting

Motion by Jeff Harwood and seconded by Dwight Bennett to approve the Minutes of August 12, 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.

New Items

A. Final Preparations

1. September Concert-September 13

The Commission discussed the success of the past three summer concert series. This is the last summer concert of the summer. The Summer Concert signs will be placed, and all details are in order. There will be a 9-11 dedication. Administrative Assistant Sue Murdy has engaged CERT to provide lighting for residents leaving at the end of the evening concert. It was noted the cones are placed so that the vehicle entrance to the park is not blocked. The Commission thanked Harlow Mahoney for her attractive graphics for the Village Facebook page.

B. Fall Fest Preparations

1. Vendors

The vendors are reserved. The Commission discussed the numbers of hotdogs and brats to be ordered from Bella Lukes. The Amazon order of paper goods and yard games has been ordered. Chairperson Lauffer confirmed that Bobo Tea and District 220 Chinese Immersion will be present. The corn hole game will also be used. Administrative Assistant Sue Murdy has ordered (4) Hinckley Springs water jugs to be delivered to the Village Garage. The Commission will use those to fill the green dispensers for the festival.

2. Event Signage

The event signage will be placed by Commission members. The same signage from last year will be used.

3. Layout

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Chairperson Lauffer and member Frank Fontana have designed a new Eton Park layout for the event. There will be one tent for food services, one tent for pumpkin painting and one information tent.

4. Volunteer Update and Recognition Resolution

Motion by Chairperson David Lauffer and seconded by Dwight Bennett to pass a Resolution to award a total of 14 mums to the 2025 Fall Festival volunteer personnel. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, Kasia Lazar and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

Administrative Assistant Sue Murdy will increase the number of mums to ensure there are sufficient mums to decorate the Village Hall after the Fall Festival.

The link for volunteers to sign up is on the website and will be in the Village E-blasts. Chairperson Lauffer is managing the volunteers.

C. Leonard Park Updates

Dwight Bennett offered to walk the path to evaluate the condition. There is a possibility that additional tree trimming will be needed.

D. Other Events (Tree Lighting or other)

This agenda item was tabled until the next meeting.

Initiative Updates

A. Kimley Horn status update

The consultant is in the process of conducting stakeholder meetings. The Commission has received a draft copy of the survey that will be sent to the Village residents. The Commission discussed having surveys available at the Fall Festival for residents to fill out.

B. Next Steps

Chairperson Lauffer requested the Commission to submit their comments about the draft survey to him by September 14, 2025. He would like the survey finalized and mailed out by September 16, 2025.

Marketing Support

A. Intern/Volunteer/Social Media (Facebook)

The Commission thanked Tammie Mahoney and her daughter for their work on the Village Facebook page.

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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.

Budget Review and Updates

This item will be discussed at a subsequent meeting.

Recruitment Updates

Agenda item tabled until the next meeting.

New Business

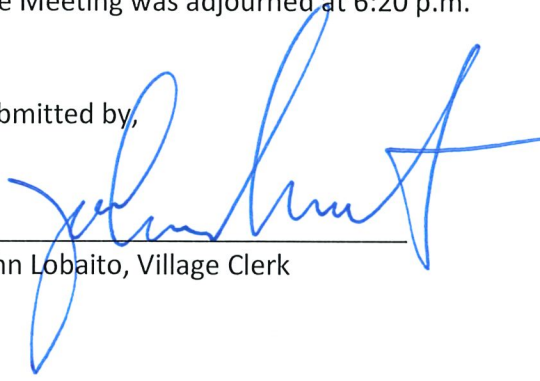
There was no new business.

Adjournment

Motion by Dwight Bennett and seconded by Tammie Mahoney 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 6:20 p.m.

Submitted by,



John Lobaito, Village Clerk

