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VILLAGE OF NORTH BARRINGTON
PARKS AND RECREATION COMMISSION
MEETING MINUTES
Monday, June 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. (via ZOOM). Also present was Village Administrator John Lobaito and Administrative Assistant Sue Murdy.

Public Comment

There was no public comment.

Approve Minutes of May 12, 2025 Meeting

Motion by Tammie Mahoney and seconded by Jeff Harwood to approve the Minutes of May 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. Review Signage for Summer Concerts: Proofs obtained.

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. The Commission reviewed the proofs obtained from State Graphics by Sue Murdy and made some suggestions to be submitted to State Graphics. The Commission decided to cancel Kids Concert signs due to the cost.

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 upcoming June 14, 2025, Summer Concert. Jeff Harwood will meet the performer, Kerosene Band, at Eton Park to evaluate 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. Frank Fontana will bring a small tent and some tables. There was extensive

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discussion about the pizza being served. Dwight Bennett will research pizza trucks. Village Administrator Lobaito will bring a large cooler 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 some entertainment ideas for the event.
2. Event Signage-tabled until the next meeting.

E. Leonard Park Updates-Village Administrator stated to the Commission that additional work was recently completed on the walking path to correct some drainage issues.

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

Budget Review and Updates

This item will be discussed at a subsequent meeting.

Recruitment Updates

A. Open Seats for Commission Members-tabled until the next meeting.

Initiative Updates

A. Kimley Horn's proposal for added services for community engagement.

The Commission discussed the proposal from Kimley Horn and whether some of the additional survey costs were necessary. The goal of the survey is to capture the opinion of a good portion of the Village residents and maximize data collection.

B. Sue Murdy memorandum dated May 28, 2025.

The Commission reviewed the action items in the memorandum.

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

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Motion by Frank Fontana 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 6:45 p.m.

Submitted by,



John Lobalto, Village Clerk

