

## **Application for Appointment to the Tolono Park District Board of Commissioners**

The Tolono Park District Board of Commissioners is accepting applications from Tolono residents interested in serving on the Park Board of Commissioners, to fill two vacancies for a term which expires in 2025.

### Park Commissioner Qualifications:

Each member of the Park Board of Commissioners must be a citizen of the United States, 18 years of age or older, a registered voter in the Tolono Park District, a resident of the State of Illinois, and a resident within the Tolono Park District's jurisdictional boundaries. Residency must be established for a minimum of one year prior to submittal of the Park Commissioner application.

A person is not eligible to serve as a Park Commissioner if that person is in arrears in the payment of tax or other indebtedness due to the Park District or has been convicted in any court located in the United States of any infamous crime, bribery, perjury, or other felony. The candidate appointed to the Park Commissioner position will be required to file a "Statement of Economic Interest" with the County Clerk. The candidate appointed to the board will be required to take the Open Meetings Act (OMA) and Freedom of Information Act (FOIA) Training. You will also need to submit a Statement of Economic Interest (SEI) with the Champaign County Clerk's office.

### Basic Expectations of Park Commissioners:

Attend Board meetings and functions.

Park Commissioners must commit to attending monthly Board meetings, currently held on the second and the fourth Monday of the month at 6:30pm, at the Tolono Police Station, 205 E Main Street.

Understand the Tolono Park District's mission, services, policies and programs.

Review agenda and supporting Board packet materials before Board meetings.

Abide by the policies of the Tolono Park District and Federal and State statutes governing the operations of the Park District.

Assist the Board in carrying out its fiduciary duties.

### Compensation:

Park Commissioners serve in a volunteer capacity and without monetary compensation.

Tolono Park District is an Equal Opportunity Organization

The Park Board is seeking the best-qualified candidate for Park Commissioner and provides equal opportunity in a manner which does not discriminate against any person because of race, creed, color, national origin, religion, sex, sexual orientation, ancestry, age, marital, civil union or family status, physical or mental handicap, pregnancy or unfavorable discharge from military service.

APPLICATION DEADLINE:

Completed Application Forms shall be submitted no later than 5:00pm on January 18, 2024. Incomplete applications may not be considered.

Send to:

Tolono Park District  
Box 228  
Tolono, IL 61880  
Email to: [info@tolonoparks.org](mailto:info@tolonoparks.org).

Selection Process:

The selection process will proceed in two stages as follows:

Review of Submission of Applications:

The Park Board of Commissioners will review and evaluate all Park Commissioner Applications at the January 22, 2024, Park Board Meeting Executive Session. The selection of top-rated candidates will be based upon their Application Submittal, using the following evaluation criteria:

Qualifications and experience of the Applicant.

Willingness to support the Tolono Park District's Mission Statement to "to enrich the lives of our community and foster a sense of community, wellness, and recreation."

Satisfactory compliance with the Application Requirements.

Active participant in Park District program/ events and user of parks / facilities.

In-Person Interview:

The most highly rated candidates will be offered an opportunity to participate in an oral interview at a Special Park Board Meeting in January or February, to more fully discuss the candidate's approach to meeting the needs of the district. If you are selected for an interview, you will be contacted.

A final appointment decision will be based upon the combined evaluation of written responses and the in-person interviews and will be determined at the February Park Board Meeting

If you have questions or need further assistance, please email [info@tolonoparks.org](mailto:info@tolonoparks.org).

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Tolono Park District Board of Park Commissioners**

Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_ email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

1. How long have you been a resident of Tolono?

2. What is your interest/objective in serving on the Board of Park Commissioners?

3. Are you able to attend all Board meetings and functions, including monthly Board meetings currently held on the second and fourth Monday of each month, 6:30pm

4. Briefly describe any special knowledge, skills, or experiences that make you a good fit for this appointment.

5. Other information that may be pertinent to your appointment:

9. Occupation

6. Known or potential conflicts of interest

7. Have you ever has been convicted in any court located in the United States of any infamous crime, bribery, perjury, or other felony? \_\_\_\_Yes \_\_\_\_No

If Yes, please explain

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