



BOARD OF TRUSTEES MEETING MINUTES

Monday, May 11, 2009

1. Call to Order: Chairman Kuhs called the meeting to order at 1:30 p.m., at the NEDSRA Administrative Office, 1770 West Centennial Place, Addison, Illinois. The following roll call was taken:

Members Present
Mark McKinnon, Addison Park District
Bob Jarecki, Bensenville Park District
Larry Montgomery, Butterfield Park District (arrived at 1:46 p.m.)
Cec Sullivan, Village of Glendale Heights
Maryfran Leno, Itasca Park District
Paul Friedrichs, Lombard Park District
Tom Connolly, Medinah Park District
Laura Barron, Oakbrook Terrace Park District
John Bealer, Village of Schiller Park
Bob Niemann, Village of Villa Park
Greg Kuhs, Wood Dale Park District

Members Absent
None

Staff & Guests
Larry Reiner, Executive Director
Susan Balling, Lisa Deets, Monica Del Angel, Karen Lesniak
Liz Grillos, Recording Secretary
Dayna Heitz, Acting Director, Butterfield Park District

2. Approval of Minutes:

a. Board of Trustees Meeting – April 1, 2009

Chairman Kuhs asked if there were any questions regarding the minutes of April 1, 2009. There being no questions, Trustee Niemann moved to approve the April 1, 2009, meeting minutes as presented. Trustee Leno seconded the motion. On a voice vote, the motion passed, with Trustees McKinnon, Jarecki, Friedrichs and Connolly abstaining.

3. Comments and Communications: Director Reiner highlighted the following communications:

- The 2009 NEDSRA Summer Brochure
- Communications from PDRMA
- Complimentary letter received from a NEDSRA parent

4. Introductions of Staff and Guests: Chairman Kuhs introduced Dayna Heitz, Acting Director of Butterfield Park District, and welcomed her to the meeting.

5. Recognition of Outgoing Chairman

- a. Recognition of Outgoing Chairman, Larry Montgomery was deferred to later in the meeting after the arrival of Trustee Montgomery.

6. Financial Report:

- a. NEDSRA Financial Report – April 15, 2009

Chairman Kuhs asked if there were any questions regarding the consolidated monthly financial report ending April 15, 2009. There being no questions, Trustee Sullivan motioned to approve the April 15, 2009, financial report. Trustee Niemann seconded the motion. On a roll call vote, the motion was passed unanimously.

7. Approval of Disbursements:

- a. NEDSRA Disbursements – April 2009

Director Reiner distributed the revised April 2009 claims list. Some detailed P-card descriptions had inadvertently been omitted in the document mailed in the Board packet. The dollar amounts remain the same.

Chairman Kuhs advised the Board that the claims list presented for April 2009 included checks #40153 to #40230, interim checks #40099 to #40152, BMO P-card payment totaling \$124,049.67, and transfers totaling \$108,840.24. There being no questions from the Trustees, a motion was presented by Trustee McKinnon to approve the disbursements of April 2009. Trustee Connolly seconded the motion. On a roll call vote, the motion was passed unanimously.

8. Chairman of the Board Comments: Chairman Kuhs stated that he had talked with several Board members about committee assignments and that these would be finalized by the June Board of Trustees meeting. He asked the Trustees to contact him regarding the Committees on which they want to serve. A brief description of each Committee and last year's Committee appointments were included in the Board packet. If you have questions about any of the Committee responsibilities, please contact Chairman Kuhs.

9. Committee Reports

- a. Pension/IMRF Ad Hoc Committee – Oral Report

Committee Chair Niemann reported that Director Reiner and he had met with IMRF's Executive Director Louis Kosiba discussing different alternatives for further investigation at the levels of 0% year service, 8 year vested service and 40% of total service. Chair Niemann further stated that IMRF is willing to customize the plan to meet NEDSRA's needs pending outcome of final numbers and NEDSRA Board action. The Ad Hoc Committee will reconvene and a complete report, with the Committee's recommendation, will be presented to the Board of Trustees at the June 9 meeting, if information is received in time.

10. Director's Report:

a. Recreation Report

Director Reiner introduced Lisa Deets who highlighted the following areas in the Recreation Department.

- The deadline for registering for the Reach for the Stars event is Friday, May 22. We would like to have the names of all the attendees by that date. The event takes place on Tuesday, June 2.
- NEDSRA's 30th Annual Special Olympics Track and Field Meet will take place on Saturday, May 16, at Glenbard East High School in Lombard. She invited all Board members to join this very special occasion.
- Thirty-five applications were received for the Adaptive Sports Specialist position. Twelve first-round interviews were conducted, with three applicants invited back for a second interview. We are happy to report that a well-qualified individual was hired, and Adam Kramer will start his employment on June 1.
- The Recreation Department continues restructuring efforts with the goal to capitalize on all staff members' strengths.
- Steps have been taken to go forward with the outreach efforts to expand services to un-served and underserved populations.

Director Reiner and Lisa answered questions about any noticeable declines in program enrollment and fees due to the economy. Staff indicated that registration is about the same, but there has been an increase in financial assistance applications and payment plan requests.

The May Recreation Report had been previously sent to Board members and, therefore, is not repeated in these minutes.

b. Public Relations & Marketing Report

Director Reiner introduced Monica Del Angel. Monica stated that she is pleased with the service of the new printing company and the quality of the summer brochure. The brochure is currently being distributed to participants, and all member partners. She is continuing to look into ways to include member partner information in NEDSRA's seasonal brochures. Monica also highlighted NEDSRA's newly redesigned web site, with information being fine-tuned and the site will go "live" at the end of the week. She asked the Trustees to provide feedback for possible changes and improvements to make the site as user-friendly as possible.

The May Public Relations & Marketing Report had been previously sent to Board members and, therefore, is not repeated in these minutes.

c. Fund Development Report

Director Reiner introduced Karen Lesniak, who highlighted the following:

- Despite the inclement weather the April 19th Stroll & Roll was successful generating over \$8,000 from sponsorships, registrations and pledge support. The Department is currently reviewing and summarizing recommendations for 2010 from this first-time event.
- The 13th Annual Golf Marathon was equally successful with 24 golfers enjoying a sunny day on the course. Pledge payments are received on a regular basis and all proceeds will benefit the accessible transportation fund. Karen thanked the Salt Creek staff and Trustee Kuhs for their tremendous support and assistance during the event.
- She has met with service clubs and Knights of Columbus Councils to solicit funding support for the Special Olympics Track & Field Meet.

The May Fund Development Report had been previously sent to Board members and, therefore, is not repeated in these minutes.

d. Administrative Operations Report

Director Reiner reported that NEDSRA mailed audit “Request for Proposal” information to 13 firms and has received feedback from some firms concerned about the low fee in last year’s budget document. He is responding to them and encouraging them to submit a proposal. We realize that the expense will be higher than in previous years and will go forward accordingly once the submission deadline has passed. Interviews will be conducted and a recommendation will be presented to the Board at the June meeting. We are confident that we can adhere to the timeline of having the audit completed in August.

Staff received the tax sheets from the County, and are preparing the calculations required for 2009-10 Partner Contributions, per the articles of agreement. This information will be mailed to all the member partners this week for review. We will go forward with the items discussed during the budget process and will conduct a review in six months.

Director Reiner has met with officials from neighboring eastern park districts/villages to discuss potential new member partners. The Trustees discussed at length the potential municipalities and the benefits of joining NEDSRA or another SRA. Director Reiner requested direction from the Trustees regarding pursuing this further, and it was the consensus of the Board members to authorize Director Reiner to continue research, negotiations and discussions with the potential new member partners, as well as, SEASPAR and WSSRA, where appropriate. Director Reiner was encouraged to keep the Board well informed of progress made in this regard.

Director Reiner highlighted the 2008-09 WorkPlan Year-end Summary and thanked the Board members for their input during the process.

- Director Reiner is continuing to work with the legislators and key staff members in Springfield to secure NEDSRA’s line item in the 2009-10 State budget.
- Capital projects have been completed successfully.
- The new registration software has been implemented and is in the process of being fine-tuned to meet all NEDSRA’s registration and report needs.
- We will continue to work with affiliate organization referrals to increase youth programming as well as programming to un-served and underserved populations.
- We will continue to increase NEDSRA’s visibility in member partner communities.
- Transition to P-card usage has been successful and we are pleased with the results.
- Legal steps have been completed to implement the Foundation for NEDSRA’s Future in 2009-10. The next steps involve recruiting and selecting Board members and working with them to establish bylaws.
- The Ad Hoc Pension Committee hopes to finish its work on the IMRF option in early 2009-10.

At this time Chairman Kuhs thanked outgoing Chairman Montgomery for his service as NEDSRA Board Chairman on behalf of all the Trustees, member partners, NEDSRA staff and participants. He also thanked Trustee Montgomery for continuing to serve on the NEDSRA Board. Chairman Montgomery was presented with an inscribed plaque thanking him for his service to NEDSRA.

11. Unfinished Business: – There was no unfinished business before the Board of Trustees at this meeting.

12. New Business:

- a. Appointment of Attorney: Trustee Niemann motioned to appoint the firm of Tressler, Soderstrom, Maloney and Priess and, in specific, Steven Bloomberg, as the Attorney for the Northeast DuPage Special Recreation Association for the fiscal year 2009-2010. Trustee Montgomery seconded the motion. On a voice vote, the motion was passed unanimously.

- b. Appointment of Pension Trustees: Trustee Friedrichs motioned to appoint Lawrence S. Reiner and Steven W. Steinberg as the authorized NEDSRA representatives/trustees to the NEDSRA pension plan for fiscal year 2009-2010. Trustee Connolly seconded the motion. On a voice vote, the motion was passed unanimously.
 - c. Appointment of Ethics Advisor: Trustee Montgomery motioned to appoint Steven Bloomberg as NEDSRA's Ethics Advisor for fiscal year 2009-2010. Trustee Niemann seconded the motion. On a voice vote, the motion was passed unanimously.
 - d. Staff Backgrounds and Qualifications: Director Reiner explained that the staff backgrounds and qualifications document is updated annually to keep the Board members informed about NEDSRA's professional staff. Feel free to copy this document for your Board members, and if you would like to meet anyone in specific, we will be happy to invite that staff member to the next meeting.
13. Executive Session: Trustee Montgomery made a motion to adjourn to Executive Session. Trustee Bealer seconded the motion, which was passed on a voice vote. Two items were considered in Executive Session:
- a. Approval of Joint Finance and Personnel Committee Executive Session meeting minutes of March 23, 2009.
 - b. 6-Month Review of Executive Session Minutes
- Trustee Montgomery made a motion to reconvene the regular Board of Trustees meeting. The motion was seconded by Trustee Sullivan, and was passed unanimously.
14. Adjournment: There being no further business before the Board of Trustees, a motion to adjourn the meeting was made by Trustee Sullivan. The motion was seconded by Trustee Niemann at Bealer at 3:01 p.m. On a voice vote, the motion passed unanimously.

Respectfully submitted,

Liz Grillos
Recording Secretary

Greg Kuhs, Chairman

John Bealer, Secretary