

BOARD OF TRUSTEES MEETING MINUTES

Wednesday, September 2, 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
Ken Anderson, Bensenville Park District
Larry Montgomery, Butterfield Park District
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, Karen Lesniak
Liz Grillos, Recording Secretary
Dave Harris, Executive Director, Butterfield Park District

2. Personnel Committee/Committee of the Whole

- a. Chairman Kuhs requested a motion to adjourn to Executive Session for the purpose of discussing personnel-related issues. Trustee Sullivan made a motion at 1:31 p.m. to adjourn to Executive Session to discuss the Executive Director's annual performance appraisal and merit review. The motion received a second from Trustee Leno. On a roll call vote. the motion was passed unanimously.
- b. A motion was made at 2:55 p.m. by Trustee Montgomery to adjourn from Executive Session. The motion was seconded by Trustee Niemann, and on a roll call vote the motion was passed unanimously.

3. Reconvene Regularly Scheduled Board Meeting

Trustee Sullivan made a motion to reconvene the regular Board of Trustee meeting at 2:57 p.m. Trustee Bealer seconded the motion and on a roll call vote the motion was passed unanimously. No final action was taken by the Board of Trustees in Closed/Executive Session.

4. Approval of Board of Trustees Meeting Minutes, August 5, 2009

Chairman Kuhs asked if there were any questions or comments regarding the minutes of August 5, 2009. There being no questions, Trustee McKinnon moved to approve the August 5, 2009, meeting minutes as presented. Trustee Leno seconded the motion. On a voice vote, the motion was passed with abstentions from Trustees Montgomery and Niemann.

5. Comments and Communications:

Director Reiner reported that there has been very little communication from the State regarding the status of releasing the Capital Bill funds. Currently NEDSRA has received three (3) letters from Representatives, none from Senators. Some member partners have experienced the same lack of concrete communication. Director Reiner stated that some WorkPlan projects have been postponed due to the uncertainty of funding be released. No further information is available at this time. We will keep the Board apprised of any imminent developments.

6. Introductions of Staff and Guests:

Prior to going into Executive Session, Trustee Montgomery introduced to the Board members Butterfield Park District's new Executive Director Dave Harris. Mr. Harris will be the Park District's alternate representative to the NEDSRA Board of Trustees. The Board members welcomed him to the Park District and the NEDSRA Board.

7. Financial Report:

a. Consolidated Monthly Financial Report – August 15, 2009

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

Director Reiner reported that additional member contributions have been received since the August 15th report, totaling \$147,745.64.

8. Approval of NEDSRA Disbursements – August 2009:

Chairman Kuhs advised the Board that the claims list presented for August 2009 included checks #41739 to #41780, interim checks #41712 to #41738, and P-card #080309, totaling \$209,977.35, as well as transfers totaling \$140,310.73. There being no questions or comments from the Trustees, Chairman Kuhs requested a motion to approve the August 2009 disbursements as presented. Trustee Bealer so motioned and the motion was seconded by Trustee Leno. On a roll call vote the motion was passed unanimously

Director Reiner stated that according to the Board's consensus at the August Board meeting to include the detailed P-card expense report with the disbursements report, the information was included as part of the disbursement report in this month's packet. The Board members further discussed various options of distributing this information on a monthly basis. The consensus was to e-mail the information to the Trustees before the meeting, and requesting Board members to get in touch with Director Reiner with specific clarifications to be brought forward at the scheduled Board meeting. The detailed P-card report will not be included in future monthly packet mailing.

9. Chairman of the Board Comments: Chairman Kuhs stated that he was looking forward to the September 11th Roesch/NEDSRA Golf Classic at White Pines Golf Club in Bensenville.

10. Committee Reports:

a. Personnel Committee – Executive Director’s Annual Performance Appraisal

Chairman Kuhs requested a motion to approve the recommendations made during discussions in Executive Session regarding the Director’s performance appraisal and merit review. Trustee Leno made the motion, seconded by Trustee Sullivan. On a roll call vote the motion was passed with 10 ayes and 1 nay from Trustee Leno.

b. Ad Hoc Committee on IMRF/Pensions

Chairman Niemann reported that the Committee has not reached a consensus regarding pension recommendations. The Trustees discussed various meeting date options, and the consensus was to meet as a Committee of the Whole in Executive Session on Tuesday, September 29, at 1:30 p.m. at the NEDSRA office. The Ad Hoc Committee’s recommendations regarding pension options will be discussed at this meeting, and Chair Niemann reiterated that no vote will be taken at this time. The recommendations could then be presented by each Board member to their home boards for discussion. These recommendations may be discussed by the full Board of Trustees at the October 7th meeting.

11. Director’s Report:

a. Recreation Report

Director Reiner introduced Lisa Deets who highlighted the following items in her oral report:

- The Veterans’ Initiative project is progressing well. We currently have 1 individual with a visual impairment enrolled, and 5-6 individuals are waiting for final assessments to be registered for the 1-year pilot program at Addison Park District’s Club Fitness. The Veterans’ Initiative and budget will be discussed further under Director Reiner’s Administrative Operations Report.
- Trustee Kuhs inquired about information about the IPRA-sponsored Autism Workshop for staff. Lisa reported that she has no additional information and suggested interested Board members to check for information on the IPRA web site.

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

b. Public Relations & Marketing Report

In Monica Del Angel’s absence, Lisa gave an update on the Golf Classic marketing pieces, highlighting the ad in the Chicago Tribune. Director Reiner stated that this type of advertising also helps us thank the Bensenville Park District and White Pines Golf Club, and exposes their services to the general public.

Trustees mentioned that they have noticed a Larry Roesch Automotive TV advertisement highlighting special recreation opportunities, and they felt the ad was impressive bringing attention to individuals with special needs. Some Board members recognized NEDSRA participants in the commercial. Jeannine Roesch, assisted by NEDSRA staff member Ann Roytek-Rylko, initiated the ad, taped at Eaglewood Resort and Spa.

Lisa further mentioned NEDSRA’s web site additions, such as the updated photo gallery and posting of the Annual Service Report.

The September 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 upcoming events:

- The Golf Classic and the various special sponsors that have been secured. She thanked the Bensenville Park District and White Pines staff for accommodating this event, and their continued assistance and support to ensure the success of this 18th annual event.
- The Knights of Columbus Tootsie Roll Drive will take place on September 11-12 in Itasca, and September 18-19 in other partner communities. As always, volunteers are needed to fill 2-hour timeslots and any assistance is greatly appreciated.
- NEDSRA has applied for a grant from Nike for our adaptive sport programs and an opportunity to vote for NEDSRA is posted on our web site. The deadline to vote is September 15.

The September 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 on the following:

- The annual audit, prepared by Lauterbach & Amen, is near completion and will be distributed to the Trustees in the near future. Representatives from the firm will present the Audit and answer questions at the October Board meeting.
- Staff is currently developing the bid specifications for a new vehicle. The proposal will be presented to the Board for consideration and approval at the December meeting.
- Updates on Golf Classic information: 3-4 foursomes are still available due to last-minute cancellation; golf bags are needed and assistance on obtaining additional bags appreciated; thank you for providing prizes from member partner golf courses; beverage sponsor needed.

1) Printing Bid Consensus – Director Reiner requested a consensus from the Board regarding staff’s recommendation to continue the association with our current seasonal brochure and annual service report printer, Action Printing, provided the projected 2010-11 costs do not exceed 5% of the 2009-10 bid. The motion reads as follows: *“I move to approve staff’s recommendation to continue to work with Action Printing to print the 2010-11 seasonal brochures and Annual Service Report, provided the costs do not exceed 5% of the 2009-10 bid.”* Trustee Montgomery made the motion to approve staff’s recommendation, and the motion was seconded by Trustee Leno. On a voice vote the motion was passed unanimously.

2) Veterans’ Well-being and Fitness Initiative – Director Reiner reported that we are moving ahead with this Initiative and gave an overview of the budget aspect of the Initiative. He explained in detail the 400 accounts (revenues) and 700 accounts (expenditures) to help clarify the funding mechanism, and stated that NEDSRA has applied the same principle when budgeting grant-funded programs or initiatives. Director Reiner clarified questions from the Trustees regarding the DCEO grant allocations, portions of which are allocated from the \$242,000 State grant as previously reported to the Board of Trustees. He stated further that the Initiative Expenditures will be part of the monthly financial report. Donna Sebok, a past NEDSRA full-time employee, has been hired as the Project Coordinator on a contractual basis for this program. Director Reiner answered questions from the Trustees regarding the specific criteria the returning veterans with a disability need to meet to qualify for the 1-year free membership pilot program. Lisa explained the process the personal trainers need to undergo to be certified and/or trained in the areas of specific injuries the veterans might have, such as spinal cord injuries and post-traumatic stress syndrome. The Rehabilitation Institute of Chicago is assisting with this training process.

The Trustees discussed the Veterans' Initiative at length and it was the consensus of the Board to fully support the staff's recommendation regarding this Initiative. The motion reads as follows:

"I move to support the staff's recommendation on the Veterans' Initiative as presented, and encourage all our member partners to embrace this Initiative as a process of welcoming our veterans home into our communities."

Trustee Friedrichs made the motion, which was seconded by Trustee Niemann. On a roll call vote the motion was passed unanimously.

The September Administrative Operations Report had been previously sent to Board members and, therefore, is not repeated in these minutes.

12. Unfinished Business: – There was no unfinished business before the Board of Trustees at this meeting.
13. New Business: – There was no New Business before the Board of Trustees at this meeting.
14. Adjournment: There being no further business before the Board of Trustees, a motion to adjourn the meeting was made by Trustee Niemann and seconded by Trustee Friedrichs, at 3:55 p.m. On a voice vote, the motion was passed unanimously.

Respectfully submitted,

Liz Grillos
Recording Secretary

Greg Kuhs, Chairman

John Bealer, Secretary