

**BOARD OF TRUSTEES**  
**EXECUTIVE COMMITTEE SESSION MEETING MINUTES**  
**Meeting regarding the NEDSRA Board of Trustees Manual, Sections 4 and 5**

**Friday, September 22, 2017**

The Board Executive Committee convened at 10:40 a.m.

**Members Present:** Maryfran Leno, Itasca Park District  
Paul Friedrichs, Lombard Park District  
Bruce Baum, Medinah Park District  
Matt Ellmann, Wood Dale Park District

**Staff Present:** Rick Poole, Executive Director  
Sue Martellotta, Executive Assistant

**Guests Present:** None

Section 4 – Agency Overview  
Section 5 – Board of Trustees Job Descriptions

The meeting revolved around discussion of the attorney recommendations, which were indicated in red on both sections. The members related opinions on suggested clarifications to add to both sections. Staff will communicate the consensus, create a clear red-line document for both sections and submit to the attorney.

Trustee Leno shared some highlights from the Inclusion Committee meeting she had just attended.

Chairman Friedrichs recommended that the item “Other Business” be added to all agendas.

There was a general discussion of agency and personnel procedures.

A motion to adjourn the Executive Committee meeting on the Board of Trustees Manual was made by Trustee Baum and seconded by Trustee Ellmann.

The meeting was adjourned at 11:34 a.m.

Respectfully submitted,

  
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Sue Martellotta, Executive Assistant

  
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Matt Ellmann, Secretary