
AMENDED BOARD OF TRUSTEES SPECIAL MEETING MINUTES

Wednesday, June 1, 2016

1. **Call to Order** Chairman Maryfran Leno called the meeting to order at 9:15 a.m., at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

2. **Roll Call** The following Roll Call was taken:

Members Present: Cathy Fallon, Oakbrook Terrace Park District
Rick Robbins, Bensenville Park District
Larry Reiner, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Matt Ellmann, Wood Dale Park District
Maryfran Leno, Itasca Park District

Members Absent: Geri Estvanik, Addison Park District
John Bealer, Village of Schiller Park
Greg Gola, Village of Villa Park

Staff Present: No staff were present.

Guests Present: No guests were present.

3. **Closed Meeting**

Chairman Leno asked for a motion to adjourn from the Board of Trustees Special Meeting and convene to a Closed Meeting for the purposes of discussing evaluation and performance of specific employees lawfully closed under the Open Meetings Act pursuant to 5 ILCS 120/2(c)(1). Trustee Ellmann motioned to adjourn to Closed Meeting at 9:16 a.m. Trustee Knautz seconded the motion. On a Roll call – Voting Aye: Trustee Fallon, Oakbrook Terrace Park District, Trustee Robbins, Bensenville Park District, Trustee Reiner, Butterfield Park District, Trustee Knautz, Village of Glendale Heights, Trustee Friedrichs, Lombard Park District, Trustee Baum, Medinah Park District, Trustee Ellmann, Wood Dale Park District, and Chairman Leno, Itasca Park District. Motion passed unanimously, with 8 ayes and no nays.

4. **Reconvene to Open Meeting**

At 10:31 a.m., Chairman Leno announced the Board of Trustees Special Meeting was reconvened to open meeting and the following Roll Call was taken:

Members Present: Geri Estvanik, Addison Park District
Cathy Fallon, Oakbrook Terrace Park District
Rick Robbins, Bensenville Park District
Larry Reiner, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
John Bealer, Village of Schiller Park
Matt Ellmann, Wood Dale Park District
Maryfran Leno, Itasca Park District

4. Reconvene to Open Meeting: Continued

Staff Present: Sean Tovey, Recreation Coordinator
Carrie Henry, Recreation Coordinator
Sue Martellotta, Administrative Services Manager
Lisa Barrera, Recreation Manager
Karen Lesniak, Director of Fund Development
Lori Miller, Recreation Manager
Cathy Marron, Recording Secretary

5. New Business

a. Agency Update

Director Poole informed Board members that he held a Leadership Team meeting in preparation for a smooth transition. In briefing Board members, Director Poole referenced his memorandum dated May 31, 2016, outlining staff responsibilities and ambassador/liaison contacts. He explained reorganized staff responsibilities listed in the same memorandum and asked for any questions. Chairman Leno inquired about the Synergy program, and Director Poole stated that he would be overseeing this area as well. She suggested that Director Poole inform Board members during his weekly report of any changes to staff responsibilities and asked for staffs' email addresses be included in the ambassador/liaison contact list.

b. Additional Board of Trustees' Meeting Dates

Director Poole stated that in discussions with Chairman Leno, it was suggested that additional meetings be included in the Board of Trustees' calendar. He recommended July 13, August 10, and October 12. After a brief discussion, Chairman Leno recommended that Board members review their calendars for any conflicts before the regular meeting on June 15.

c. Upcoming Regular Meeting of the Board of Trustees – June 15, 2016

Chairman Leno asked Director Poole to update Board members on the items scheduled for the next regular meeting of the Board of Trustees on June 15, 2016. Director Poole reported the following items were on the agenda for the June meeting:

- i. Review and approve appointment of NEDSRA Board officers for the upcoming year.
- ii. Review and approve Fund Balance Policy as recommended by the auditors.
- iii. 2016/17 Work Plan
- iv. Approve additional Board meeting dates, discussed today.

Trustee Ellmann asked that the SRA Levy Funds Policy be included in the June 15, meeting.

Director Poole stated he is ready to present the preliminary NEDSRA Financial Policies to the Board at the June 15 meeting, if the Board was ready to review and discuss it. At that time, Chairman Leno asked if the entire Financial Policy was updated. Director Poole stated staff have been working on updating this policy from the beginning of the year, getting input and dividing the policy into manageable sections and a redline version would be ready for the next board meeting. Chairman Leno asked for a consensus from Board members about placing this item on the next agenda or having a committee review before it is presented to the whole Board. After a brief discussion, it was decided to add the Financial Policy update as an agenda item, for discussion only, at the next meeting.

Chairman Leno inquired about the 2016/17 Work Plan and asked Director Poole to elaborate and what this will entail. Director Poole stated there would be a timeline included with the Work Plan for Board members to have measurable expectations and he would be giving them regular updates.

5. New Business: Continued

c. Upcoming Regular Meeting of the Board of Trustees – June 15, 2016: Continued

Chairman Leno asked Board Members if there were any other questions or comments related to the upcoming meeting. Director Poole thanked Board members for their time.

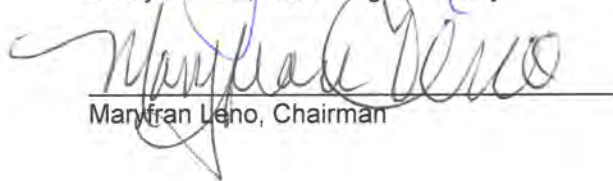
6. Adjournment

Chairman Leno stated there was no further business before the Board of Trustees and requested a motion to adjourn. A motion to adjourn was made by Trustee Knautz 11:04 a.m. Trustee Bealer seconded the motion. On a voice vote, the motion passed unanimously with 10 ayes and no nays.

Respectfully submitted,



Cathy Marron, Recording Secretary



Maryfran Leno, Chairman



Bruce Baum, Secretary