
BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, August 10, 2016

1. **Call to Order** Chairman Maryfran Leno called the meeting to order at 1:33 p.m., at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

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

Members Present: 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

Members Absent: Geri Estvanik, Addison Park District
Cathy Fallon, Oakbrook Terrace Park District
Greg Gola, Village of Villa Park

Staff Present: Rick Poole, Executive Director
Karen Lesniak, Director of Fund Development
Cathy Marron, Recording Secretary

Guests Present: No guests were present.

3. **Public Comments**
Chairman Leno noted there were no public comments.

4. **Consent Agenda – Approval of Meeting Minutes**
Chairman Leno requested a motion to approve the Consent Agenda for meeting minutes from the Board of Trustees Special Meeting of May 18, 2016, Special Meeting of May 26 2016, Special Meeting of June 1, 2016, Regular Meeting of June 15, 2016, and Special Meeting of June 20, 2016. Trustee Friedrichs moved to approve the consent agenda as presented. Trustee Knautz seconded the motion. Chairman Leno asked for any questions, comments or discussion. There being no questions, comments or corrections, the motion passed unanimously on a roll call vote: Voting Aye: Trustee Reiner, Butterfield Park District, Trustee Knautz, Village of Glendale Heights, Trustee Friedrichs, Lombard Park District, Trustee Baum, Medinah Park District, Trustee Bealer, Village of Schiller Park, Trustee Ellmann, Wood Dale Park District, and Chairman Leno, Itasca Park District. Vote: 8 Ayes, No Nays, 3 Absent.

- a. Approved Board of Trustees Special Meeting Minutes – May 18, 2016
- b. Approved Board of Trustees Special Meeting Minutes – May 26, 2015
- c. Approved Board of Trustees Special Meeting Minutes – June 1, 2016
- d. Approved Board of Trustees Regular Meeting Minutes – June 15, 2016
- e. Approved Board of Trustees Special Meeting Minutes – June 20, 2016

6. **Comments and Communication**
Executive Director Poole stated there were no communications at this time.

7. Consent Agenda – Ratify NEDSRA Financials

Chairman Leno asked for a motion to ratify the Consent Agenda for NEDSRA's financial reports for the months of May and June, 2016. Trustee Robbins moved to ratify NEDSRA's financials as presented. Trustee Knautz seconded the motion. Chairman Leno asked if there were any questions, comments or corrections. There being no further questions, comments or corrections, the motion passed on a roll call vote – Voting Aye: Trustee Knautz, Village of Glendale Heights, Trustee Friedrichs, Lombard Park District, Trustee Baum, Medinah Park District, Trustee Bealer, Village of Schiller Park, Trustee Ellmann, Wood Dale Park District, Trustee Robbins, Bensenville Park District, Trustee Reiner, Butterfield Park District, and Chairman Leno, Itasca Park District. Vote: 8 Ayes, No Nays, 3 Absent.

- a. Ratified NEDSRA Disbursements for period ending May 31, 2016
- b. Ratified NEDSRA Financials for period ending May 31, 2016
- c. Ratified NEDSRA Disbursements for period ending June 30, 2016
- d. Ratified NEDSRA Financials for period ending June 30, 2016

8. Chairman of the Board Comments

Chairman Leno stated she did not have any comments.

9. Agency Report – June 2016

Executive Director Poole asked Director of Fund Development Karen Lesniak to brief the Board on the 25th Annual Larry Roesch/NEDSRA Golf Classic.

- a. 25th Annual Larry Roesch/NEDSRA Golf Classic
Director of Fund Development Karen Lesniak explained that plans are well underway for the Golf Classic, and she continues to obtain sponsors and golfers. She thanked Trustee Robbins and his entire staff at White Pines and the NEDSRA Board for their continued support of this event. Chairman Leno asked if there were any plans to incorporate NEDSRA's 40th Anniversary celebration into this fundraiser. Director of Fund Development Lesniak stated that NEDSRA's 40th Anniversary along with the 25th Anniversary of the Golf Classic have been integrated into the event.
- b. Announcement
Executive Director Poole announced that Staffer Henry's baby Landyn was born on July 30, and welcomed him into the NEDSRA family.
- c. Yellowstone and the Grand Tetons Trip
Executive Director Poole reported that Staffer Corso took six participants to Yellowstone National Park and the Grand Tetons.
- d. Preliminary Audit
Executive Director Poole announced that he received the preliminary audit. Final adjustments are being made and the auditor from Sikich, LLP will attend the September meeting to give a presentation.
- e. State of Illinois Grant Update
Executive Director Poole explained he is still awaiting the email from the State of Illinois regarding the grant. He will notify Board members upon receipt of the agreement.
- f. Inclusion Staff
Executive Director Poole announced that Staffer Colleen Cline is now handling inclusions and asked Board members to forward this information to their staff for future referrals.
- g. Transition Updates
Executive Director Poole reported that he is in the final stages of the transition plan, including meeting individually with staff and is awaiting a proposed marketing plan in order to identify deficiencies and strategies for moving forward with our website, social media, photography and press releases.

9. Agency Report: Continued

h. RFP for Strategic Plan

Executive Director Poole explained that a Request for Proposal (RFP) for a strategic plan for NEDSRA was due. He asked Board members who might have recently gone through this process, for information including any lists of organizations to mail the requests.

j. Intern Presentation – August 24, 2016

Executive Director Poole invited Board members to Intern Montana Werehane's presentation on August 24, 2016, at 11:00 a.m. He recognized Intern Werehane as fantastic and stated he was happy to have her at the Agency during her internship.

Chairman Leno asked if there is any 40th Anniversary events planned. Executive Director Poole responded that staff is working on it now.

Chairman Leno commented that in recent talks between her staff and NEDSRA staff, regarding the Healthy Minds/Healthy Bodies program and reimbursement to Member Partners for the cost of trainers, she found there is no written policy in place. She remarked Itasca Park District was reimbursed in the past up until to 2013, and she is looking for clarification. Executive Director Poole added he is scheduled to meet with staff and will report the findings to the Board.

Trustee Ellmann inquired if there was any more information on the building's HVAC project. Executive Director Poole stated that after running the numbers, he told Addison Park District that NEDSRA was not in a position to go forward with this project. A number of Board members addressed concerns with the project, including when the units were last replaced and what are NEDSRA's other capital needs in the next five to 10 years. After discussing this project at length, Executive Director Poole recommended inviting members of Addison Park District to September's meeting to present the scope and scale of the project to Board members.

10. Unfinished Business

a. Review and Approve SRA Levy Policy

Executive Director Poole thanked the committee, Trustees Ellmann, Reiner and Robbins, for their work on preparing the SRA Levy Policy. He briefed the Board on his summary and explained that other SRAs do have policies but there is no legal requirement. It was the recommendation of the committee that the policy be a notification process rather than an approval process. Trustee Ellmann added that they spoke with legal counsel and discussed their recommendations along with the committee's philosophy about protections without placing an administrative burden on NEDSRA. Trustee Ellmann remarked that Executive Director Poole suggested the tracking system to be shared with the Board and thought this was a good idea. Following a lengthy discussion, Chairman Leno tabled this item until Member Partners were able to confer with their legal counsels.

11. New Business

a. Review and Discussion Amended and Restated Articles of Agreement

Executive Director Poole briefed the Board on his recommendations and the redline copy of the Amended Articles of Agreement. He provided NEDSRA's legal counsel with the redline copy and they are in the process of reviewing it.

- i. Trustee Ellmann stated he was concerned with paragraph 2 of Executive Director Poole's memo regarding timely payments and the November 1 deadline, due to when Member Partners receive payments especially those from Cook County. After a brief discussion, Chairman Leno directed Executive Director Poole to add language in this paragraph that would allow payment to be worked out with the Board of Trustees.

11. New Business

- a. Review and Discussion Amended and Restated Articles of Agreement
 - ii. Chairman Leno asked Board members if they were in agreement with staff's recommendation to remove Section VIII of the Amended and Restated Articles of Agreement, as it related to repayment of past pension contributions. After a short discussion, the Board was in agreement with staff's recommendation.
 - iii. Chairman Leno commented that the next item related to Sections IV 5b3 (page 3), IV 5c1 (page 3) and Section X, related to the super majority of votes required to pass on specific items. She stated these items were moot as they were part of sunset provisions, which unless voted on before May 1, 2016, expired. Those items identified in the memo have reverted back to the 67% as previously established.

Chairman Leno advised Board Members this document would be sent to the attorney for her review and recommendations. At which time, the Amended and Restated Articles of Agreement would be brought back to the Board for a vote. If the agreement were approved, Member Partners would bring the Amended and Restated Articles of Agreement to their home boards for a vote. Chairman Leno asked if there were any further questions or comments. Trustee Reiner asked if the special rates for Itasca and Oakbrook Terrace Park Districts were staying the same. Executive Director Poole explained that just the base rate had been recalibrated for those two Member Partners, and their contributions rates would be adjusted up or down from that recalibrated base rate.

12. Board of Trustees Comments

- a. Interpreter Request for a Member Partner Event

Trustee Friedrichs explained that he received a request on a Wednesday at 2:00 p.m. for an interpreter for a deaf participant who would be attending Lombard's "Music in the Park," with the band starting at 6:30 that same evening. Trustee Friedrich's said it would have cost \$850.00 for a free event. He wanted to know if anyone else has run into a similar situation and after talking with legal counsel, it was recommended that all Member Partners include "timely accommodation requests to their brochures.
- b. Appreciation to Wood Dale Staff

Trustee Ellmann thanked NEDSRA staff for bringing treats and thanking Wood Dale Park District staff for the pool usage this summer. He wanted to reciprocate to NEDSRA staff because his staff were extremely pleased by the gesture.
- c. Golf Classic Event

Executive Director Poole asked if Board members could reach out and assist in recruiting more golfers for this event. Trustee Ellmann suggested offering an alternative activity, such as "foot golf," for those who do not golf. Chairman Leno stated that staff should look into alternative events other than golf, since this sport seems to be ageing out.

13. Next Meeting Date

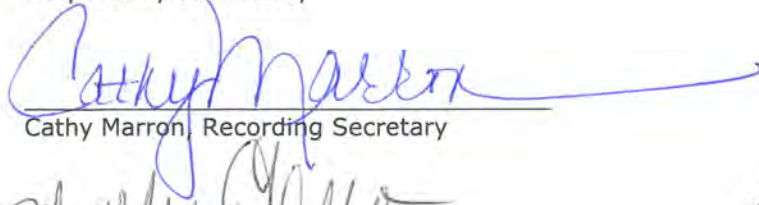
Chairman Leno advised that the next meeting of the Board of Trustees was Wednesday, September 7, 2016, at 1:30 p.m.

14. Adjournment:

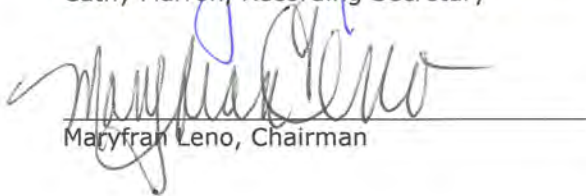
Chairman Leno stated there was no further business before the Board of Trustees, and requested a motion to adjourn. Trustee Knautz moved to adjourn at 2:49 p.m. Trustee Baum seconded the motion. The motion passed unanimously with 8 ayes and no nays.

[SIGNATURE PAGE TO FOLLOW]

Respectfully submitted,



Cathy Marron, Recording Secretary



Maryfran Leno, Chairman



Bruce Baum, Secretary