

BOARD OF TRUSTEES REGULAR MEETING MINUTES

Thursday, March 10, 2016

1. Call to Order Chairman Maryfran Leno called the meeting to order at 1:37 p.m., at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

2. Roll Call The following Roll Call was taken:

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

Members Absent: Greg Gola, Village of Villa Park

Staff Present: Rick Poole, Executive Director
Lisa Deets, Superintendent
Cathy Marron, Recording Secretary
Jason Stubbeman, Synergy Adaptive Athletics

Guests Present: Donna Allen-Sebok, Healthy Minds/Healthy Bodies (HM/HB)
and AllenForce

3. Introduction of Guests

Executive Director Poole introduced Jason Stubbeman, Synergy Adaptive Athletics, and Donna Allen-Sebok, HM/HB and AllenForce.

4. Public Comments

Chairman Leno noted there were no public comments.

5. Approval of Minutes

a. Board of Trustees Meetings – December 9, 2015, and January 6, 2016

Chairman Leno requested a motion to approve the minutes from the Board of Trustees regular meeting of December 9, 2015, and the minutes from the Board of Trustees special meeting of January 6, 2016. Trustee Robbins moved to approve the minutes from the Board of Trustees regular meeting of December 9, 2015, and the minutes from the Board of Trustees special meeting of January 6, 2016. Trustee Knautz seconded the motion. Chairman Leno asked for any discussion. There being no questions, comments or corrections, the motion passed on a voice vote with 10 ayes, no nays.

6. Comments and Communication

a. Healthy Minds/Healthy Bodies and AllenForce Presentation

Executive Director Poole introduced Donna Allen-Sebok, NEDSRA Coordinator for HM/HB and President of AllenForce, who gave a presentation on the history of NEDSRA's Healthy Minds/Health Bodies (HM/HB) program. Since its inception in 2009, HM/HB has served a total of 201 veterans of all eras and all branches of service, with 96 being NEDSRA residents. These veterans have volunteered at many member-partner events as a way to give back. The success of the HM/HB program has served as a role model, with expansion to six Special Recreation Associations (SRAs) and 24 fitness centers. Allen-Sebok commented that NEDSRA's dedication as a leader offering these services, not just to veterans in NEDSRA's communities but to all veterans, has made a huge impact. On behalf of AllenForce, Allen-Sebok recognized NEDSRA with a plaque, stating "...for its support to veterans of all eras and their families and through its dedication to the mission with Allen-Force, it's been a pleasure serving beside you."

Chairman Leno commented that on behalf of the NEDSRA board they appreciated Allen-Sebok's hard work and passion. Chairman Leno stated this program started with a grant from the State.

Trustee Reiner announced that AllenForce is hosting a paintball fundraiser in September, and Butterfield Park District is sponsoring a team of veterans. He asked if any other members were so inclined, they could sponsor a team at this event for \$450, thereby helping veterans and AllenForce at the same time.

Trustee Reiner segued into the funding issues with the State and informed Board members that AllenForce received a suspension letter in January asking them to return \$32,000 of a \$100,000 grant. Chairman Leno asked Allen-Sebok since founding AllenForce how many State grants they received and "what can be done to get more people involved." Board members engaged in a discussion and made several recommendations. Allen-Sebok also invited members and their staff to the next HM/HB Workshop that will be held at NEDSRA on April 8 and 9. Allen-Sebok thanked Board members for their commitment to this program.

b. NEDSRA Theater Troupe Finale

Executive Director Poole invited Board members to NEDSRA's Theater performance of "Ka-Pow," on March 10, and March 11. He thanked Oakbrook Terrace Park District for hosting this event.

c. Parent Educational Session

Executive Director Poole informed the Board of the Parent Educational Session NEDSRA would be hosting on March 19, in order to provide a resource and network for families.

d. BBQ Bash – April 23, 2016

Executive Director Poole announced NEDSRA's BBQ Bash on April 23. He commented that we are still looking for sponsorships, donations and registrations for this new fundraising event.

7. Consent Agenda – Ratify NEDSRA Financials

Chairman Leno asked for a motion to ratify NEDSRA's financials for periods ending November 30, 2015, December 31, 2015, and January 31, 2016. Trustee Friedrichs moved to ratify the consent agenda items as listed. Trustee Bealer seconded the motion. Chairman Leno asked if there were any questions, comments or corrections. There being no questions, comments or corrections, the motion passed on a roll call vote – Voting Aye: 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 Fallon, Oakbrook Terrace Park District, Trustee Bealer, Village of Schiller Park, Trustee Ellmann, Wood Dale Park District, Trustee Estvanik, Addison Park District, and Chairman Leno, Itasca Park District. No nays.

- a. Ratified NEDSRA Financials for period ending November 30, 2015
- b. Ratified NEDSRA Financials for period ending December 31, 2015
- c. Ratified NEDSRA Financials for period ending January 31, 2016

8. Chairman of the Board Comments

On behalf of the Board, Chairman Leno congratulated NEDSRA staff for all the awards they received at the IPRA conference in January.

9. Executive Director Report

a. Change of Telephone Provider

Executive Director Poole apologized to the Board for the late arrival of the Board packet, stating that NEDSRA's phones were down and the front office was short staffed. He commented NEDSRA would be switching phone carriers to Comcast, with a savings of \$100 per month.

b. Workshops and Meetings with Member Partners

Executive Director Poole commented that staff has been busy attending workshops and meetings with member partners. He recently attended meetings in Glendale Heights and Addison over the last couple of months and thanked them for having him.

c. School District 88 Business Meeting

Executive Director Poole attended School District 88's Business Meeting and community outreach with Recreation Manager Lisa Barrera, and gave a presentation on NEDSRA's services. He felt this was a great networking opportunity for the Agency.

d. Legal Symposium at NEDSRA

Executive Director Poole then announced there would be a Legal Symposium for SRAs at NEDSRA tomorrow, and he and Superintendent Deets would be attending.

e. Board Orientation Manual

Executive Director Poole informed the Board that the Board Orientation Manual has been updated and he would be presenting the manual at the next Board meeting in April.

f. Safety In-service – March 16, 2016

In order to comply with PDRMA's annual required safety standards, NEDSRA will have an all-day Safety In-service on March 16, 2016.

9. Executive Director Report; Continued

g. WDSRA's Black and Red Bash

On March 5, Executive Director Poole attended WDSRA's Black and Red Bash as a guest of legal counsel, Heidi Katz. This is a major fundraiser for WDSRA held at the Abbington in Glen Ellyn, with over 400 in attendance. Executive Director Poole announced that WDSRA raised over \$100,000 at this event.

h. 2016-17 Annual Budget

Executive Director Poole briefly highlighted some items regarding the 2016-17 Annual Budget, which he and staff have been working on. As outlined in the Articles of Agreement, NEDSRA must present a balanced budget and reminded Board members that NEDSRA will not be receiving grant funding from the State. Executive Director Poole stated he wanted to keep Board members fully apprised of the budget so they are fully aware of NEDSRA's finances and the challenges with the 2016-17 Annual Budget. Trustee Ellmann commented that this item was not on the agenda and he was not prepared to discuss this matter. Executive Director Poole replied this was just a briefing for informational purposes only. Again, so Board members were prepared and had an opportunity to think about their priorities for next month's Budget meeting. A lengthy discussion followed, with Executive Director Poole asking for recommendations from the Board and how the Agency is going to move forward.

Chairman Leno recommended that NEDSRA staff present to the Board a fund-balance policy moving forward. She also recommended that staff be prepared to outline programs that NEDSRA is subsidizing non-residents and at what levels.

10. Unfinished Business

Chairman Leno stated there was no unfinished business.

11. New Business

a. Member Partner ADA Project Procedures

Chairman Leno stated the next item for discussion was Member Partner ADA project procedures. Executive Director Poole reported he recently received a letter from Wood Dale Park District to approve funding of a special project out of its special recreation funds. Currently NEDSRA does not have a practice, procedure or policy for reviewing and approving funding for these projects. Executive Director Poole advised Board members that other districts have varying policies, from SRA Boards approving the funding project, to others just acknowledging receipt and notification of the project. He then asked the Board for direction on this matter. A brief discussion followed, with Chairman Leno stating that NEDSRA's legal counsel recommended forming a simplistic policy, with two Board members joining Executive Director Poole in preparing this policy. She recommended Trustees Ellmann, Robbins and Reiner contact Executive Director Poole to prepare this policy.

At 3:27 p.m. Chairman Leno recommended taking a break.

At 3:40 p.m. Chairman Leno resumed the meeting.

b. Discussion of Interagency Cooperation Agreement between NEDSRA and WDSRA

Chairman Leno asked Executive Director Poole to update the Board on the Interagency Cooperation Agreement between NEDSRA and WDSRA. Executive Director Poole reminded the Board that Jason Stubbeman was recently hired as the new Synergy Adaptive Athletics coordinator and he highlighted a few changes that were recently made.

11. New Business; Continued

b. Discussion of Interagency Cooperation Agreement between NEDSRA and WDSRA

SAA Coordinator Stubbeman gave a presentation to the Board and highlighted Synergy Adaptive Athletics. They have new equipment for the Archery program, due to a collaboration with RIC; increased high-performance training for Track and Field as part of a collaboration with Glaxa; and new cycling opportunities in collaboration with Adaptive Adventures. SAA Coordinator Stubbeman explained adaptive-sports athletes are a low-incident population and are harder to identify. He has been working on a different outreach model, talking at schools, counselors, IHSA and coaches to help identify and educate those athletes and distribute our information.

Superintendent Deets reminded Board members that adaptive-sports' programs are expensive to run as shown on the numbers presented, and it was important to accept non-residents in order to field teams. Also, at the last meeting with WDSRA, both agencies are not happy with how much they are subsidizing non-residents and that is something they are looking into. Chairman Leno asked how many athletes are coming from other SRAs. Superintendent Deets replied the break down is five from Fox Valley, three from Maine Niles, five from Northwest and 10 from SEASPAR. Trustee Friedrichs asked if there had been discussions with these other SRAs. As part of the cooperative, there is a three-year clause about not charging non-resident rates. A lengthy discussion followed with different funding options for the program and for non-residents. Superintendent Deets informed the Board that according to an ITRS (Illinois Therapeutic Recreation Section) agreement among all SRAs regarding adaptive sports, non-resident fees cannot be charged in adaptive sports.

Chairman Leno gave a directive that NEDSRA staff approach SEASPAR with funding some of the non-resident costs for their participants.

Trustee Reiner departed the meeting at 4:09 p.m.

12. Board of Trustees Comments

Chairman Leno asked if any Board members had any comments. Trustee Friedrichs congratulated Trustee Reiner for receiving a prestigious award at the IPRA conference and again to NEDSRA staff for the awards they received at the conference. Trustee Friedrichs thanked Executive Director Poole for the weekly emails and updating Board members.

Trustee Knautz thanked Executive Director Poole for attending the board meeting at Glendale Heights, which went very well and was a great opportunity introducing or reintroducing Glendale Heights to NEDSRA.

Trustee Baum stated he looks forward to seeing Executive Director Poole at Medinah's next Board meeting.

13. Closed Meeting

Chairman Leno asked for a motion to adjourn from the regular meeting of the Board of Trustees and commence to a Closed Meeting, for the purposes of discussing closed meeting minutes lawfully closed pursuant to the Open Meetings Act, 5 ILCS 120/2(c)(21), Section 2.06. Trustee Friedrichs motioned to adjourn from the regular meeting of the Board of Trustees to Closed Meeting at 4:11 p.m. Trustee Bealer seconded the motion.

13. Closed Meeting; Continued

On a roll call vote – Voting Aye: Trustee Knautz, Village of Glendale Heights, Trustee Friedrichs, Lombard Park District, Trustee Baum, Medinah Park District, Trustee Fallon, Oakbrook Terrace Park District, Trustee Bealer, Village of Schiller Park, Trustee Ellmann, Wood Dale Park District, Trustee Estvanik, Addison Park District, Trustee Robbins, Bensenville Park District, and Chairman Leno, Itasca Park District. The motion passed unanimously with 9 ayes and no nays.

14. Return to Open Meeting - Take Action, if any.

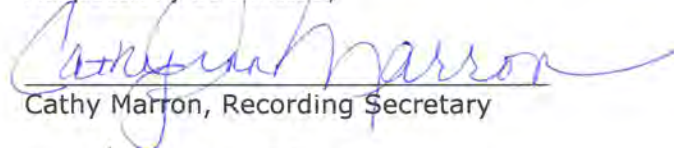
At 4:17 p.m. Chairman Leno reconvened the Regular Board of Trustees Meeting.

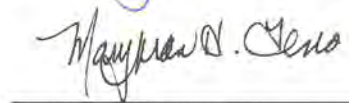
- a. Chairman Leno asked for a motion to approve the closed meeting minutes. Trustee Knautz moved that the NEDSRA Board of Trustees, having this date conducted its review of the closed meeting minutes as required by the Open Meetings Act, approve the closed meeting minutes held on December 9, 2015, with those changes recommended by Trustee Ellmann, and January 6, 2016, and find that the closed meeting minutes of December 9, 2015, and January 6, 2016, to require confidentiality and find that the closed meeting minutes previously determined in past semi-annual reviews continue to require confidentiality and should not be released at this time. Trustee Friedrichs seconded the motion. Chairman Leno asked if there were any questions or comments. There being no questions or comments, the motion passed unanimously on a voice vote, with 9 ayes and no nays.
- b. Chairman Leno asked for a motion regarding closed meeting audio recordings. Trustee Bealer moved that the NEDSRA Board of Trustees, having this date conducted its review of audio recordings of its closed meeting minutes require continued maintenance as confidential non-public records at this time, including the audio recordings of the closed meeting minutes on December 9, 2015, and January 6, 2016. Trustee Knautz seconded the motion. Chairman Leno asked if there were any questions or comments. There being no questions or comments, the motion passed unanimously on a voice vote, with 9 ayes and no nays.

15. 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 Friedrichs at 4:17 p.m. Trustee Bealer seconded the motion. The motion passed unanimously.

Respectfully submitted,


Cathy Marron, Recording Secretary


Maryfran Leno, Chairman


Bruce Baum, Secretary