



BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, December 7, 2016

1. **Call to Order** Chairman Leno called the meeting to order at 4:00 p.m. at Glendale Lakes Golf Club, 1550 President Street, Glendale Heights, Illinois.
2. **Roll Call** The following Roll Call was taken:

Members Present: Geri Estvanik, Addison Park District
Keith Knautz, Village of Glendale Heights
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Cathy Fallon, Oakbrook Terrace Park District
Greg Gola, Village of Villa Park
Matt Ellmann, Wood Dale Park District
Maryfran Leno, Itasca Park District

Members Absent: Rick Robbins, Bensenville Park District
Larry Reiner, Butterfield Park District
John Bealer, Village of Schiller Park

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Sue Martellotta, Administrative Services Manager
Cathy Marron, Recording Secretary
3. **Introduction of Guests**
Chairman Leno stated there were no guests present.
4. **Public Comments**
Chairman Leno noted there were no public comments.
5. **Approval of Meeting Minutes – November 9, 2016**
Chairman Leno requested a motion to approve the minutes from the Board of Trustees regular meeting of November 9, 2016. Trustee Friedrichs moved to approve the minutes as presented. Trustee Knautz seconded the motion. Chairman Leno asked for any questions, comments or corrections. There being no discussion, motion passed unanimously on a voice vote with 8 ayes and no nays.
6. **Comments and Communication**
Director Poole reported there were no comments or communications at this time.
7. **Consent Agenda – Ratify NEDSRA Financials**
Chairman Leno asked for a motion to ratify the consent agenda on NEDSRA’s financials for the period ending October 31, 2016. Trustee Friedrichs moved to ratify NEDSRA’s financials as presented. Trustee Knautz seconded the motion. Chairman Leno asked if there were any questions, comments or corrections. Trustee Friedrichs requested further information on a payment to WDSRA from the Director’s Administrative Fund. Director Poole explained this was a joint fund between area SRAs used for advocacy issues and is not a yearly expense, but one that is replenished when necessary.

7. Consent Agenda – Ratify NEDSRA Financials: Continued

There being no further discussion, 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 Fallon, Oakbrook Terrace Park District, Trustee Gola, Village of Villa Park, Trustee Ellmann, Wood Dale Park District, Trustee Estvanik, Addison Park District, and Chairman Leno, Itasca Park District.

- a. Ratified NEDSRA Disbursements for period ending October 31, 2016
- b. Ratified NEDSRA Financials for period ending October 31, 2016

8. Chairman of the Board Comments

a. Holidays

Chairman Leno wished everyone happy holidays.

b. Bensenville Park District

Chairman Leno announced the position of executive director at Bensenville Park District was eliminated and asked Director Poole to follow up on this matter.

9. Agency Report

a. Synergy Update

Director Poole reported that he and several Board members met jointly with Western DuPage Special Recreation Association (WDSRA) in May to discuss solutions, resolutions and the financial concerns we have. Since that meeting, Synergy received a \$10,000 grant in the summer and recently received an additional \$10,000 from DuPage Medical.

Director Poole met with the Susan Friend, Executive Director of South East Association for Special Parks and Recreation (SEASPAR), and Director Gbur from WDSRA met with Carolyn Nagle, Executive Director of Fox Valley Special Recreation Association (FVSRA). The purpose of these meetings was to address obtaining financial support from these agencies due to the large number of participation from their districts. Director Poole will continue working with these agencies and give periodic updates to the Board.

Director Poole announced that he and Director Gbur have a meeting with the DuPage Foundation to see if other grants may be available for adaptive-sports programs. The grant from DuPage Medical for \$10,000 was obtained through this foundation.

Director Poole and Superintendent Barton continue discussions with WDSRA to finalize the Synergy budget, along with working on reducing NEDSRA's obligation for this program. Initial budget talks had our numbers increasing and we are looking to reduce this subsidy. At this time, Trustee Friedrichs asked if NEDSRA is locked in to this cooperative through end of fiscal year, April 30, 2018, because we did not opt out this past October. A brief discussion followed with questions from several Board members. Director reminded Board members that this is all part of the process and reviewed at the upcoming monthly meetings with WDSRA. He will give Board members updates as progress is made.

b. NEDSRA Personnel Policy Committee Meeting

Director Poole stated the first meeting for the Personnel Policy Committee is scheduled and an update is planned for February's Board of Trustees meeting.

c. DCEO Grant

The grant process is ongoing, with the State requiring more documentation and qualifications than needed in the past. A discussion followed with Board members asking if the grant dictated what the money could be used for and asking staff to provide detailed information on the expenses. Trustee Friedrichs inquired if the grant money was specific to veterans and adaptive sports. Director Poole said this grant is different from previous grants and expenses will be limited. The Board directed staff to provide a summarization of expenses on previous grants.

9. Agency Report: Continued

d. IT Support

Director Poole stated staff continues working its IT company, and he will be meeting with owner to refine concerns with updating NEDSRA's website.

e. HM/HB Update

Superintendent Barton announced that Donna Allen, Healthy Minds/Healthy Bodies (HM/HB) Coordinator would be at the February meeting to give a short presentation on a veteran's process through the program. They have discussed areas that need to be addressed, such as: the programs participation numbers, training hours, membership and trainers in each district. They have been reviewing how trainers are paid and ways of establishing a more accurate and streamlined process for this program. Chairman Leno directed staff to have a one-page overview for Board members at the February meeting outlining what a veteran is entitled to once they join the HM/HB program. She also wants to see trainers' payments clarified as to how and who is responsible for having trainers on payroll, because if payment comes directly from district, then the district is responsible for unemployment, workmen's compensation, and a standardized rate.

f. Holiday Party with Santa

Superintendent Barton reported that 90 participants and their families attended the program at the Addison Park District. The Kiwanis Club sponsored this program and we had student volunteers from Elmhurst College. Trustee Friedrichs received a call complimenting this program and in particular Santa.

g. General Updates

Superintendent Barton briefed Board members on a couple of other programs and stated he is in the process of hiring a recreation coordinator. Trustee Ellmann inquired that once NEDSRA is at full staffing, if a new Ambassador/Liaison directory would be distributed. Superintendent Barton assured members that this information would be provided to the Board

h. Amendments to the Amended Articles of Agreement

Chairman Leno inquired about the number of resolutions received by NEDSRA staff with regard to the Amendments to the Amended Articles of Agreement. In addition, she asked staff to follow up with those members who have yet to return their resolutions.

10. Unfinished Business

Chairman Leno stated there was no unfinished business before the Board.

11. New Business

Chairman Leno stated there was no new business before the Board.

12. Board of Trustees Comments

Chairman Leno commented the Holiday Party has been held at several locations in the past and in order to give other member partners the opportunity to host, she asked those who were interested in hosting to contact Director Poole. If there were several interested, she would like to see a rotating schedule. Trustee Ellmann thanked Glendale Heights for hosting this month's meeting and reminded everyone that the date conflicts every year with his Senior Holiday Party. Trustee Ellmann asked for consideration in changing the date so accommodations could be made in order for his Board to attend. A brief discussion followed with recommendation to change the date to Thursday, December 7, 2017, and ratify amended calendar at the February meeting.

13. Next Regular Meeting

Chairman Leno reminded Board members the next regular meeting of the Board of Trustees is Wednesday, February 1, 2017, at 1:30 p.m. at NEDSRA's Administrative office.

14. Adjournment:

Chairman Leno stated there was no further business before the Board of Trustees and requested a motion to adjourn. Trustee Friedrichs moved to adjourn the meeting at 4:48 p.m. Trustee Knautz seconded the motion. The motion passed unanimously on a voice vote with 8 ayes and no nays.

Respectfully submitted,



Cathy Ann Marron, Recording Secretary



Maryfran Leno, Chairman



Bruce Baum, Secretary