

BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, May 2, 2018

1. **Call to Order:** Chairperson Friedrichs called the meeting to order at 1:31 p.m.

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

Members Present: Geri Estvanik, Addison Park District (2:02 pm)
Sara June, 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
Matt Ellmann, Wood Dale Park District (1:33 pm)

Members Absent: Joe Vallez, Bensenville Park District
John Bealer, Village of Schiller Park
Greg Gola, Village of Villa Park

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Sue Martellotta, Executive Assistant to the Director/HR
Kristen Chereso, Marketing & Communications Manager
Lara Batten, Accountant, Lauterbach & Amen, Business Services

3. **Introduction of Guests and Staff:** No guests or other staff were in attendance.

4. **Public Comments:** None

5. **Approval of Meeting Minutes:**

a. Chairperson Friedrichs requested a motion for Board of Trustees regular meeting minutes of April 4, 2018. Motion to approve was made by Trustee Knautz and a second made by Trustee Baum. There being no discussion, motion passed unanimously on a voice vote with 7 ayes and 0 nays.

6. **Comments and Communications:** None.

7. **Consent Agenda – Ratify NEDSRA Financial Statements:** Chairperson Friedrichs requested a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending March 31, 2018. The motion was made by Trustee Leno and seconded by Trustee Knautz. On a roll call vote, voting aye: Trustee June, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Ellmann, Wood Dale Park District. Motion passed with 7 ayes and 0 nays.

8. **Chairperson of the Board Comments:** Chairman Friedrichs said that he had heard the father of former Executive Director of SEASPAR, Sue Friend, had passed away.

9. **Agency Report:** Director Poole stated that NEDSRA still awaits the check for the DCEO grant; he thanked Sue Martellotta for her work on the grant process. He also announced that the leak in the basement was repaired. Superintendent Barton pointed out the inclusion information included in the agency report and that the Inclusion Committee is working towards completing a report in June. The NEDSRA Track Meet is upcoming in May and the Reach for the Stars (RFTS) event is in June. Chairman Friedrichs asked how the RFTS invitations were distributed. Superintendent Barton stated that some are mailed directly to homes or offices, some are sent to the Trustees for distribution. He asked if there is a method the Board would prefer. Chairman Friedrichs asked that some be sent to him at his office as well as the direct mail. He would then have something to take to his meetings to remind his board. It was agreed that this method would be used in the future. Director Poole asked for Trustees to let him know if they are attending the Track Meet, so that they may be recognized at the event. Manager Chereso spoke about the success of the April 28 BBQ Bash. The event brought in 189 people, which is 15 more than last year's event. To date the net revenue for the BBQ Bash is approximately \$5000. Applications for the Marketing Assistant have been received and the decision will be made soon. The Chipotle fundraiser had 105 individuals participate, which brought in \$507.90 for NEDSRA. Manager Chereso thanked all that participated and stated that it was a quick turn-around from the date of the event to the receipt of the check. NEDSRA has recently received two more checks from the Knights of Columbus. She also reminded the Board that the Golf Marathon is coming up. The summer brochure is in, as well. Lara Batten, Business Services Consultant stated that the NEDSRA fiscal year ended on April 30 and she is preparing for the annual audit. The preliminary work is scheduled for June 5 and the Board should expect to receive their respective confirmations shortly after that date. The field work will be performed the last week of June and the audit will be presented at the September 5, 2018 board meeting. Director Poole noted that all of the Golf Classic pledged donations had been received from the Roesch family. Director Poole spoke about the applicants for the Jeena Greenwalt Scholarship Award and looks forward to the Executive Committee's decision. Trustee Leno asked that staff keep Trustees informed of participants that may need scholarships in their respective districts, because they may have scholarship money to provide.

10. **Unfinished Business:** None.

11. **New Business:**

- a. **Retrofit light fixtures with LED lighting.** Executive Director Poole presented the Acculight USA proposal to retrofit NEDSRA light fixtures to LED lighting. The energy savings is expected to be realized in less than three years. Chairman Friedrichs stated that Lombard has approved this at Lombard Park District and it was worth the savings and benefits. The program expires May 31, 2018. Trustee Leno asked if Centennial Gym was included in the proposal; it does not. Trustee Ellmann asked about exterior lights and Director Poole stated that NEDSRA has a few exterior lights and they are included; however parking lot lights are not. Details are included in the proposal included in the May Board Packet. Chairman Friedrichs noted that Acculight stated that there would be a 30% increase after June 1.

A motion was made to accept the \$15, 278.50 proposal by Acculight USA for retrofitting NEDSRA light fixtures with LED lighting using NEDSRA Fund Balance funding by Trustee Ellmann and a second was made by Trustee Knautz. On a roll call vote, voting aye: Trustee June, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Ellmann, Wood Dale Park District. Motion passed with 7 ayes and 0 nays.

- b. Discussion of June 2018 meeting date. Chairman Friedrichs said that the current scheduled date is Wednesday, June 13, however many of the Trustees and some staff have a conflict with that date. He asked if the Board would be agreeable to moving it 24 hours to Thursday, June 14. Trustee Ellmann stated he would be out that week and would be sending the Wood Dale Alternate. There were no other conflicts. The meeting was rescheduled for Thursday, June 14 at 1:30 PM. A public notice will be posted.
12. **Board of Trustees Comments:** Trustee Ellmann stated concern that there are missing Board members at recent meetings. Director Poole noted that there was an increase in meetings from the time he started at NEDSRA and possibly the meeting dates and times should be looked into. Trustee Baum congratulated staff on the BBQ Bash success. Trustee Estvanik congratulated on the BBQ success and apologized for arriving late to the meeting. There were no further Trustee comments.
13. **Motion to Convene into Closed Meeting at 2:04 PM.**
 - a. A motion was made by Trustee Knautz and seconded by Trustee Ellmann for approval to convene into Closed Session for the purposes of discussing issues related to the appointment, employment, compensation, discipline, performance or dismissal of personnel pursuant to the Open Meetings Act, 5 ILCS 120/2/(c)(1). On a roll call vote, voting aye: Trustee June, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Ellmann, Wood Dale Park District; Trustee Estvanik; Addison Park District. Motion passed with 8 ayes and 0 nays.
14. **Closed Meeting.**
15. **Reconvene to Open Meeting at 3:38 PM.**
 - a. No action taken on closed meeting items.
16. **Next Meeting Date:** Thursday, June 14, 2018. 1:30 pm at the NEDSRA offices.
17. **Adjournment:** Chairperson Friedrichs stated that there was no further business before the NEDSRA Board of Trustees and requested a motion to adjourn. A motion was made by Trustee Ellmann and a second by Trustee Fallon. The motion passed unanimously on a voice vote with 8 ayes and no nays. The meeting was adjourned at 3:42 PM.

Respectfully submitted,



Susan Martellotta, Recording Secretary



Paul Friedrichs, Chairperson



Matt Ellmann, Board Secretary