

BOARD OF TRUSTEES REGULAR MEETING MINUTES
Wednesday, February 24, 2021
Via Video Conference

1. **Call to Order:** Chairman Baum called the meeting to order at 1:32 p.m.
2. **Roll Call:** The following Roll Call was taken:

Members Present: Leslie DeMoss, Addison Park District
Phyllis Schmidt, Bensenville Park District
Michael Hixenbaugh, 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
Barb Cremin, Village of Schiller Park
Greg Gola, Village of Villa Park
Matt Ellmann, Wood Dale Park District

Members Absent: None.

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Sue Martellotta, Executive Assistant/Recording Secretary
Nicole Kozlowski, Business Services, Lauterbach & Amen

Before the meeting proceeded, Chairman Baum inquired about going into Closed Session for Item #9 on the agenda. It was recommended that the Board go into closed when that item is discussed.

3. **Introduction of Guests and Staff.** Director Poole introduced Wes Levy from Lauterbach & Amen, LLC who would be speaking on the PPP Loan, Second Draft.
4. **Public Comments.** None.
5. **Approval of Meeting Minutes.**
 - a. Chairman Baum requested a motion to approve the Board of Trustees regular meeting minutes of January 13, 2021. Motion to approve was made by Trustee Ellmann and a second made by Trustee Knautz. On a roll call vote, voting aye: Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, 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 Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District. Motion passed with 11 ayes and 0 nays.
6. **Consent Agenda.**
 - a. Chairman Baum requested a motion to ratify NEDSRA's Disbursements and Financial Statements

for the periods ending December 31, 2020 and January 31, 2021. The motion was made by Trustee Leno and a second was made by Trustee Schmidt. There being no further discussion, on a roll call vote, voting aye: Trustee Hixenbaugh, 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 Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District. Motion passed with 11 ayes and 0 nays.

- 7. Payroll Protection Program (PPP) Loan.** Director Poole noted that the second round of PPP Loans came out and NEDSRA was notified that the agency would probably qualify. He introduced Wes Levy from Lauterbach and Amen. Mr. Levy reviewed the first round in which NEDSRA received funds. He said much is the same and that the headcount must be maintained. He also explained the differences in the “forgiveness” window of the loan. Director Poole believes NEDSRA would be able to use the expenses within the parameters and the time. Trustee Gola asked if the full-time headcount for this second draft PPP Loan had to include staff from last year. Director Poole explained that it would include the actual headcount as of receipt of the loan. At this time Chairman Baum requested a motion to direct Executive Director Poole to finalize PPP880668872-02 loan in the amount of \$149,000. The motion was made by Trustee Gola and a second was made by Trustee Ellmann. On a roll call vote, voting aye: 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 Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District. Motion passes with 11 ayes and 0 nays.
- 8. Agency Report.** Director Poole updated the Board on the State Grant, saying that it is still on hold with DCEO for no specific reasons at this point. The projections that will be presented do not include the grant funds. There are projects that have been completed and some still in process such as the roof. He asked the Board to consider including NEDSRA staff for any COVID vaccination clinics they may participate in. Superintendent Barton updated the Board on in-person programs and noted that Spring is shortened and the Summer season will begin in June and meetings with partners for inclusion are upcoming. He announced that during the 2021 Annual ITRS meeting, which was part of the IPRA Virtual Conference, Coordinator Colleen Cline received an award for the TR Section Distinguished Member and NEDSRA received an award for Outstanding Special Event. NEDSRA has been hosting virtual special events for which this award was given. Trustee Leno asked what the participation statistics were compared to in-person. Superintendent reported that he does not have the exact figures, however it has been ticking up recently. Inclusion is also beginning to move forward, as well. Superintendent Barton stated that he welcomed any assistance from member partners on obtaining vaccinations for NEDSRA staff. Trustee Leno requested that NEDSRA compile a list of staff that would be eligible for vaccinations and email to her. Director Poole said staff will send the list that has been prepared to any Board members that request it. Trustees that requested the list were: Trustee Knautz, Trustee Leno, Trustee Friedrichs, Trustee Baum and Trustee Gola. Marketing Manager Seefurth said that she has been in contact with golfers from the past in regards to holding a NEDSRA Golf Classic this year. Executive Assistant Martellotta added that the DCEO representative noted in her reply email that she would let the department know NEDSRA had inquired. Director Poole stated that he had the projections the Board had requested at the last meeting and he put them up on a shared screen. The fund balance year-end projection at this time, without receiving the state grant is \$1.6 million. He is addressing how to utilize the balance. Staff will continue to update the Board. Chairman Baum asked

about the water damage to the Centennial gym floor. Superintendent Barton stated he had Specialty Floors out and shared their recommendations with the Board. Staff is reaching out to PDRMA to find out if it is covered.

9. Unfinished Business, Raise Pool Implementation.

Chairman Baum thought it wise to go into closed session for the discussion of raises.

At this time Chairman Baum requested a motion to convene into Closed Session for the purposes of discussing issues related to the appointment, employment, compensation, discipline, performance of personnel pursuant to section 5 ILCS 120/2(c)(1) of the Open Meetings Act.

A motion was made by Trustee Leno and was seconded by Trustee Friedrichs. On a roll call vote, voting aye: Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 11 ayes and 0 nays.

10. Closed Meeting at 2:09 p.m.

11. Reconvene into Open Meeting. Open meeting was reconvened at 3:18 p.m. to take action on items discussed in closed session regarding the appointment, employment, compensation, discipline, performance of personnel pursuant to section 5 ILCS 120/2(c)(1) of the Open Meetings Act. Trustee Leno made a motion, which was seconded by Trustee DeMoss to direct Executive Director Poole to implement raises retro to May 1, 2020 not to exceed a 3% merit increase pool, and to put a 2% merit increase pool into the 2021/2022 budget. Lombard Park District Trustee Friedrichs stated that even though he was behind a 3% increase pool for this year he did not believe it was appropriate to put the next fiscal year's raise pool into the same motion and he will be voting no. On a roll call vote, voting aye: Trustee Knautz, Village of Glendale Heights; Trustee Hixenbaugh, Butterfield Park District; Trustee Schmidt, Bensenville Park District; Trustee DeMoss, Addison Park District; Trustee Ellmann, Wood Dale Park District; Trustee Gola, Village of Villa Park; Trustee Cremin, Village of Schiller Park; Trustee Baum, Medinah Park District; Trustee Leno, Itasca Park District. Voting no: Trustee Friedrichs, Lombard Park District; Trustee Fallon, Oakbrook Terrace Park District. Motion passed with 9 ayes and 2 nays.

12. New Business, Reappointment of Sikich LLP.

Chairman Baum requested a motion to reappoint the firm of Sikich LLP as the independent auditors for the NEDSRA Board of Trustees to conduct the annual audits for fiscal years ending April 30, 2021, April 30, 2022 and April 30, 2023. Trustee Gola made that motion and a second was made by Trustee Hixenbaugh. On a roll call vote, voting aye: Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District. Motion passed with 11 ayes and 0 nays.

13. Comments and Communications. None.

14. Chairman of the Board Comments. Chairman Baum congratulated Recreation Coordinator Colleen Cline on the award she received during the virtual IPRA/IAPD Conference.

15. Board of Trustees Comments. Trustee DeMoss said he thought there was some great dialog at today's meeting. Trustee Schmidt said Bensenville is planning for summer and performing a tree inventory. Trustee Hixenbaugh stated that Butterfield is starting the brickwork on the new pavilion at the district. Trustee Knautz announced that Glendale Heights will have COVID vaccine clinics taking place in the next few days. Trustee Leno said that the Itasca bathhouse will be ready to open on June 12. Trustee Friedrichs said that Lombard approved a \$1.5 million OSLAD project at Four Seasons Park and additionally they hope to be opening the pool this summer for a shortened season. Trustee Fallon said Oakbrook Terrace is restructuring. Trustee Cremin said that her contract has been extended with Schiller Park. Trustee Gola said that Villa Park is down two and a half full-time Rec staff and he appreciates the meeting that Trustee Leno put together for the reopening. Trustee Ellmann said Wood Dale is down three full-time staff; they will reopen the pool and the "390 Golf Experience" is on the fast track to open, as well. Trustee Ellmann believes there are brighter days ahead.

16. Next meeting date is March 17, 2021 at 1:30 p.m. via video conference.

17. Adjournment: Chairman Baum 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 Friedrichs and a second by Trustee Knautz. On a roll call vote, voting aye: Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Cremin, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; The motion passed unanimously on a voice vote with 11 ayes and no nays. The meeting was adjourned at 3:31 p.m.


Respectfully submitted,



Susan Martellotta, Recording Secretary



Bruce Baum, Chairman



Keith Knautz, Board Secretary