

**BOARD OF TRUSTEES REGULAR MEETING MINUTES**  
**Wednesday, April 14, 2021**  
**Via Video Conference**

1. **Call to Order:** Chairman Baum called the meeting to order at 1:35 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  
Greg Gola, Village of Villa Park  
Matt Ellmann, Wood Dale Park District

**Members Absent:** Cathy Fallon, Oakbrook Terrace Park District  
Village of Schiller Park, currently Trustee position vacant

**Staff Present:** Rick Poole, Executive Director  
Jerry Barton, Superintendent of Recreation  
Sue Martellotta, Executive Assistant/Recording Secretary  
Kristen Seefurth, Marketing/Fund Development Manager  
Nicole Kozlowski, Business Services, Lauterbach & Amen

3. **Introduction of Guests and Staff.** None.

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 March 17, 2021. Motion to approve was made by Trustee Knautz and a second made by Trustee Ellmann. 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 Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee DeMoss, Addison Park District. Motion passed with 9 ayes and 0 nays.

6. **Consent Agenda.**

a. Chairman Baum requested a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending March 31, 2021. The motion was made by Trustee Gola and a second was made by Trustee Leno. 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 Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee

DeMoss, Addison Park District; Trustee Schmidt, Bensenville Park District. Motion passed with 9 ayes and 0 nays.

7. **Agency Report.** Director Poole stated that staff reached out to DCEO on the status of the grant and received an answer that there has been no update. He asked if any of the Trustees would like to receive the updated Board of Trustees Manual. Director Poole said that it would be emailed to everyone and they should reach out with any questions or if they would like to meet in person. Superintendent Barton announced that NEDSRA is holding an inclusion meeting on April 28 and the ad has been placed to fill the Specialist position. Manager Seefurth said the summer brochure is in process and she is working on two grants. The Golf Marathon is confirmed for Friday, June 11, she is hoping for a July date with the BBQ Bash, the Golf Classic is scheduled for Wednesday, September 15 and Reach for the Stars is moving to November this year. There is also a potential date in December for a new holiday fundraiser.
8. **Presentation of 2021/2022 Budget.** Director Poole presented the budget stating that it is laid out much like it has been in the past. He thanked the Board for their continued support during this past difficult year and thanked the NEDSRA staff for their resilience and creativity. He thanked Sue, Jerry and Nicole for all their work on this budget. Director Poole highlighted the revenue, specifically the state grant and the \$258,400 PPP Loan. He pointed out the strong financial position of the fund balance after \$510,000 budgeted for capital projects and \$500,000 for Member Partner ADA projects. Salaries have decreased due to the reorganization. Superintendent Barton noted that revenue from fees is trending at 60% of a typical year. Manager Seefurth noted that fundraising is at 75% with hopes that more will be returning. She also noted that expenses in her areas show a decrease in printing due to less brochures printed, but some increase in other marketing expenses for office graphics and signage, as well as seasonal giveaways. Trustee Leno asked when there would be funds put into an outreach community survey. Director Poole stated what is being done currently and Trustees discussed options to gather more information. Also discussed was the type of items listed in the Capital Improvements account. After further clarification and questions from the Board, Chairman Baum requested a motion to approve the NEDSRA 2021/2022 Budget amended as presented. The motion was made by Trustee Knautz and a second made by Trustee Leno. 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 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 passed with 9 ayes and 0 nays. The Board added that NEDSRA should set up a matching program for an additional \$1,000 raised by the Hispanic Focus Group this fiscal year.
9. **Comments and Communications.** Director Poole thanked the Board again for their support.
10. **Chairman of the Board Comments.** Chairman Baum thanked staff for their efforts on the 2021/2022 Budget.
11. **Board of Trustees Comments.** Trustee Leno will send an email to the Board regarding the COVID-19 vaccination clinic in Itasca on April 20. Chairman Baum said Medinah Park District had received two development donations from Roselle and Itasca totaling \$180,000.
12. **Motion for Closed Session.**  
At 3:00 p.m. Chairman Baum requested a motion for approval 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. The motion was made by Trustee Knautz and the second was made by Trustee Schmidt. On a roll call vote, voting aye: Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; 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 9 ayes and 0 nays.

**13. Closed Meeting.**

**14. Reconvene Open Meeting.** Take action on 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. No action was taken.

**15. Next meeting date** is May 12, 2021 at 1:30 p.m. in person at NEDSRA offices.

**16. 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 Hixenbaugh and a second by Trustee Friedrichs. On a roll call vote, voting aye: Trustee DeMoss, Addison 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 Gola, Village of Villa Park. (Trustees Schmidt and Ellmann, Bensenville Park District and Wood Dale Park District respectively, departed early.) The motion passed unanimously on a voice vote with 7 ayes and no nays. The meeting was adjourned at 3:51 p.m.


Respectfully submitted,



Susan Martellotta, Recording Secretary



Bruce Baum, Chairman



Keith Knautz, Board Secretary