

**BOARD OF TRUSTEES REGULAR MEETING MINUTES**  
**Wednesday, March 1, 2023, 1:30 p.m.**

1. **Call to Order:** Chairman Knautz called the meeting to order at 1:33 p.m.

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

**Members Present:** Phyllis Schmidt, Bensenville Park District  
Michael Hixenbaugh, Butterfield Park District (1:35 p.m.)  
Maryfran Leno, Itasca Park District  
Paul Friedrichs, Lombard Park District  
Bruce Baum, Medinah Park District  
Randy Splitt, Village of Schiller Park  
Greg Gola, Village of Villa Park (1:39 p.m.)  
Keith Knautz, Village of Glendale Heights

**Members Absent:** Jennifer Hermonson, Addison Park District  
Cathy Fallon, Oakbrook Terrace Park District  
Jon Marquardt, Wood Dale Park District

**Staff Present:** Rick Poole, Executive Director  
Jerry Barton, Superintendent of Recreation  
Carlos Marroquin, Marketing and Communications Manager  
Ana Salazar, Office Manager, Recording Secretary  
Rosario Lopez, Human Resource Generalist  
Nicole Kozlowski, Accountant, Lauterbach and Amen  
David Schillmoeller, Accountant, Lauterbach and Amen

**Guests Present:** None.

3. **Introduction of Guests and Staff.** Director Poole introduced accountants Kozlowski and Schillmoeller.

4. **Public Comments.** None.

5. **Approval of Meeting Minutes.**

Chairman Knautz requested a motion to approve the Board of Trustees regular meeting minutes of February 01, 2023. Trustee Leno motioned to approve the meeting minutes, and Trustee Friedrichs made a second. Without further discussion, the motion passed unanimously on a voice vote with 6 ayes and 0 nays.

**6. Consent Agenda – Financial Reports.**

Chairman Knautz requested a motion to approve the NEDSRA Disbursements and Financial Statements as presented for periods ending January 31, 2023. Trustee Leno made the motion, and Trustee Baum made the second. Chairman Knautz asked if there was any need for discussion. There being no further discussion, on a roll call vote, voting aye: Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Splitt, Village of Schiller Park; Trustee Schmidt, Bensenville Park District; Trustee Friedrichs, Lombard Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 7 ayes and 0 nays.

**7. Comments and Communications.**

a. 2023 Board Calendar/Events handout provided to Trustees by Director Poole.

**8. Agency Report.** Director Poole reported that NEDSRA completed the preliminary grant application and continues to communicate with the state regarding NEDSRA's DCEO Grant and announced that Accountant Kozlowski is working on applying for NEDSRA to receive an ERC tax credit. Superintendent Barton announced upcoming events that NEDSRA is hosting and extended an invitation to all. Manager Marroquin relayed information on the fundraisers he has been working on with Double Good Popcorn and a Cryo-Plunge with Restore Hyper Wellness. Director Poole and Superintendent Barton conveyed the problems caused to the NEDSRA building due to roof leaks.

**9. Chairman of the Board Comments.** Chairman Knautz expressed his intent to reach out to the Director of the Addison Park District to inquire who would be the NEDSRA Board of Trustee representative and to obtain a status on the roof replacement due to all the problems the roof leaks are causing NEDSRA.

**10. Unfinished Business.** None.

**11. New Business.**

a. Community Survey Initiatives Presentation. Superintendent Barton refreshed Trustees on how NEDSRA currently offers programs. He presented his plan to implement Community Survey Initiatives, their financial impact and performance measures that the internal NEDSRA Community Survey Initiatives Committee created.

b. Budget Workshop Presentation. Director Poole presented an overview of the 2023/2024 NEDSRA Fiscal Year Budget. The topics presented included keynotes, the unrestricted fund balance, capital projects, material impacts, and merit increases. After much discussion, the feedback from the Board was to show a breakdown of capitals for flooring per area and include a placeholder for the roof in the budget. The consensus of the Board was that there was no apprehension for the Agency to budget for an ending fund balance of under \$1 million in 2023/2024. Manager Marroquin spoke regarding the marketing/fund development budget for 2023/2024 and his ideas to revamp some of the fundraising events and increase sponsorships. The Board expressed that they want to see the total projected revenue against expenses and nets for each event.

**12. Board of Trustees Comments.** Trustee Splitt reported that Schiller Park is hiring a Generalist Park Supervisor. Trustee Schmidt relayed that Bensenville is preparing for summer. Trustee Friedrichs congratulated the Itasca and Addison Park Districts for getting their OSLAD Grants. Trustee Baum reported that Medinah Park District is also preparing for summer. Trustee Leno announced that Itasca Park District is hiring a new Marketing and Communications Manager and has been out to bid for many projects. Trustee Gola hopes to break ground on the new recreation center this summer. Trustee Hixenbaugh announced that Butterfield would begin working on the final part of the Glenbriar project and looking to replace the current phone system.

**13. Next Meeting Date.** Wednesday, April 5, 2023, at 1:30 p.m., NEDSRA

**14. Adjournment.** Chairman Knautz stated that he would entertain a motion to adjourn without further business before the NEDSRA Board of Trustees. The motion was made by Trustee Leno and a second by Trustee Friedrichs. Without further discussion, the motion passed unanimously on a voice vote with 7 ayes and 0 nays. The meeting adjourned at 2:45 p.m.

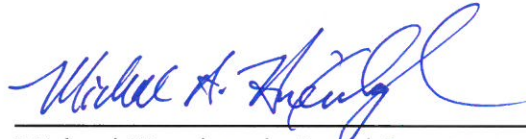
Respectfully submitted,



Ana Salazar, Recording Secretary



Keith Knautz, Chairman



Michael Hixenbaugh, Board Secretary