

BOARD OF TRUSTEES REGULAR MEETING MINUTES
Wednesday, April 5, 2023, 1:30 p.m.

1. **Call to Order:** Chairman Knautz called the meeting to order at 1:30 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
Shannon Elsey, Oakbrook Terrace Park District
Greg Gola, Village of Villa Park (1:39 p.m.)
Jon Marquardt, Wood Dale Park District
Keith Knautz, Village of Glendale Heights

Members Absent: Jennifer Hermonson, Addison Park District
Randy Splitt, Village of Schiller Park

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 the new Executive Director at Oakbrook Terrace Park District, Shannon Elsey.

4. **Public Comments.** None.

5. **Approval of Meeting Minutes.**

Chairman Knautz requested a motion to approve the Board of Trustees regular meeting minutes of March 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 9 ayes and 0 nays.

6. Consent Agenda – Financial Reports.

Chairman Knautz requested for a motion to approve the NEDSRA Disbursements and Financial Statements as presented for periods ending February 28, 2023. Trustee Leno made the motion, and Trustee Gola 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 Schmidt, Bensenville Park District; Trustee Leno, Itasca Park District; Trustee Gola, Village of Villa Park; Trustee Baum, Medinah Park District; Trustee Marquardt, Wood Dale Park District; Trustee Elsey, Oakbrook Park District; Trustee Friedrichs, Lombard Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays.

7. Comments and Communications. Director Poole reminded the Board of Trustees to complete their online Statement of Economic Interest by the deadline of May 1, 2023.

8. Agency Report. Director Poole reported that the Addison Park District informed him of their plan to move forward with the roof and air conditioner project during the fiscal year 2024/2025. NEDSRA's anticipated cost would be \$600,000, which includes the rooftop unit. Superintendent Barton announced upcoming events, including RISE and the Washington D.C. trip with a group of 9 participants and 3 NEDSRA staff members. Manager Marroquin relayed follow-up information on the fundraisers he has been working on with Double Good Popcorn and a Cryo-Plunge with Restore Hyper Wellness. He also provided information on the upcoming TREC Art Show and NEDSRA Track Meet.

9. Chairman of the Board Comments. Chairman Knautz welcomed Shannon Elsey and congratulated Trustee Friedrichs on his retirement coming up at the end of 2023. He also complimented NEDSRA staff for the well-put-together events he attended: the Huskies Sports Banquet and the Easter Egg Hunt.

10. Unfinished Business. None.

11. New Business.

- a. Presentation of NEDSRA Budget for Fiscal Year 2023/2024. Director Poole presented an overview PowerPoint of the proposed budget and thanked Ana Salazar, Rosario Lopez, Carlos Marroquin, Jerry Barton, Nicole Kozlowski, and David Schillmoeller for their work preparing the proposed budget. He explained NEDSRA's fund balance policy and big items such as vehicle purchases, the front entry capital project, roof replacement, and ADA funds distribution that impact the budget. It was Director Poole's recommendation to replace a vehicle annually. There was a discussion on full-time wages and transitional costs due to retirement expenses. It was the consensus of the Board to add another account number that separates the retirement expenses from actual salaries. Superintendent Barton presented the proposed organization chart that would add one full-time position: a Recreation Specialist, and change two Recreation Coordinators into Recreation Manager positions. He also presented part-time wage projections, program fees and growth, and inclusion wages and updates.

Manager Marroquin presented a recap for the top marketing/fund development events in the fiscal year 2022/2023, his projections for the fiscal year 2023/2024, and his ideas to revamp some of the fundraising events and increase sponsorships. Chairman Knautz thanked NEDSRA staff for putting together a very detailed budget and providing answers to all of the Boards questions and requested a motion to approve the NEDSRA Fiscal Year 2023/2024 Budget as amended with the line item for salaries separated from ret. Trustee Friedrichs made that motion, and Trustee Schmidt made the second. On a roll call vote, voting aye: Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Marquardt, Wood Dale Park District; Trustee Elsey, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Leno, Itasca 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.

12. Board of Trustees Comments. Trustee Gola announced that Villa Park is progressing with the recreation center project and OSLAD grant. Trustee Baum reported that Medinah Park District posted the opening for a Recreation Supervisor and possibly a Superintendent position. Trustee Schmidt relayed that Bensenville is preparing for summer; Egg Hunt was a great success, and working on a grant. Trustee Friedrichs thanked everyone for the retirement wishes, and stated that Lombard should be announcing his replacement soon. Trustee Leno announced that Itasca Park District hired a new Marketing and Communications Manager and is now fully staffed. Trustee Elsey is in the process of filling a Superintendent position. Finally, trustee Hixenbaugh reported that Butterfield received bids for removing asbestos from the old building and putting up a fence around the busy intersection.

13. Motion to Convene to Closed Meeting.

Chairman Knautz 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. Trustee Leno made the motion, and Trustee Friedrichs made a second. On a roll call vote, voting aye: Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Leno, Itasca Park District; Trustee Gola, Village of Villa Park; Trustee Elsey, Oakbrook Terrace Park District; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Marquardt, Wood Dale Park District Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays. The Board convened into Closed Session at 2:39 p.m.

14. Closed Meeting.

15. Reconvene Open Meeting

The Board reconvened to open meeting with the same nine members present at 3:02 p.m.; no action was taken on items discussed in Closed Session related to the appointment, employment, compensation, discipline, performance of personnel pursuant to section 5 ILCS 120/2(c)(1) of the Open Meetings Act.

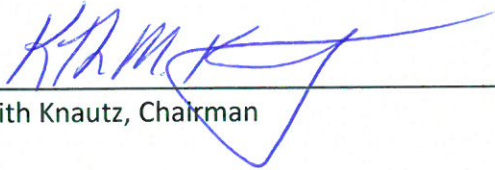
16. Next Meeting Date. Wednesday, May 10, 2023, at 1:30 p.m., NEDSRA

17. Adjournment. Chairman Knautz said he would entertain a motion to adjourn without further business before the NEDSRA Board of Trustees. The motion was made by Trustee Baum and a second by Trustee Gola. Without further discussion, the motion passed unanimously on a voice vote with 9 ayes and 0 nays. The meeting adjourned at 3:02 p.m.

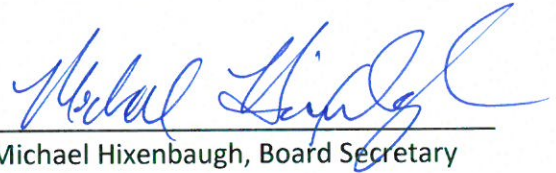
Respectfully submitted,



Ana Salazar, Recording Secretary



Keith Knautz, Chairman



Michael Hixenbaugh, Board Secretary