

BOARD OF TRUSTEES REGULAR MEETING MINUTES
Wednesday, April 3, 2024, 1:30pm

1. **Call to Order:** Chairman Knautz called the meeting to order at 1:30pm.

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

Members Present: Jennifer Hermonson, Addison Park District
Maryfran Leno, Itasca Park District
Joe McCann, Lombard Park District
Steve Muenz, Medinah Park District
Shannon Elsey, Oakbrook Terrace Park District
Brian Kaspar, Village of Schiller Park
Greg Gola, Village of Villa Park
Jon Marquardt, Wood Dale Park District (1:34pm)
Keith Knautz, Village of Glendale Heights

Members Absent: Phyllis Schmidt, Bensenville Park District
Michael Hixenbaugh, Butterfield Park District

Change to Ageda: Chairman Knautz asked for a motion to move the closed session to the beginning of the agenda and to enter into closed session (originally agenda item 14). Trustee Leno motioned to approve moving the agenda item and moving into closed session, and Trustee Gola made the second. On a roll call vote, voting aye: Trustee Hermonson, Addison Park District; Trustee Leno, Itasca Park District; Trustee McCann, Lombard Park District; Trustee Muenz, Medinah Park District; Trustee Elsey, Oakbrook Terrace Park District; Trustee Kaspar, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Marquardt, Wood Dale Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays.

At 1:45pm Chairman Knautz opened the regular Board of Trustees meeting.

Staff Present:

Jerry Barton, Executive Director
Carlos Marroquin, Marketing and Communications Manager
Maggie Goode, Superintendent of Recreation
Rosario Lopez, H.R. Generalist
Marrisa Jimenez, Office Manager
Colleen Cline, Recreation Manager
Karen Spandikow, Recreation Manager
Nicole Kozlowski, Accountant
Sam Crane, Accountant

Guests Present: None

3. **Introduction of Guests and Staff.** Director Barton introduced Karen Spandikow, Recreation Manager; Marissa Jimenez, Office Manager; Rosario Lopez, Maggie Goode, Carlos Marroquin, Colleen Cline, Sam Crane and Nicole Kozlowski.
4. **Public Comments.** None.
5. **Approval of Meeting Minutes.**
 - a. Chairman Knautz requested a motion to approve the Board of Trustees regular meeting minutes of February 7, 2024 and Executive Committee meeting minutes from February 28, 2024. Trustee Leno motioned to approve, and Trustee Hermonson 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.**
 - a. Chairman Knautz requested a motion to approve the NEDSRA Disbursements and Financial Statements as presented for the period ending January 31, 2024 and February 29, 2024. Trustee Leno made the motion, and Trustee Hermonson 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 Hermonson, Addison Park District; Trustee Muenz, Medinah Park District; Trustee Marquardt, Wood Dale Park District; Trustee Eley, Oakbrook Terrace Park District; Trustee Kaspar, Village of Shiller Park; Trustee Leno, Itasca Park District; Trustee Gola, Village of Villa Park; Trustee McCann, Lombard Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays.
7. **Comments and Communications.**
 - a. Director Barton highlighted Track Meet Volunteer Packet.

- b. Director Barton highlighted the Trac Meet Sponsorship flyer.
- c. Director Barton highlighted the new fundraiser "Flippin' into Summer."

8. Agency Report.

Superintendent Goode discussed new plans for the veteran services program Healthy Minds Healthy Bodies, which includes greater visibility in, and more use of, Partner facilities. Goode highlighted the 20th anniversary theater show performance. Also mentioned was 2024 being the last year of the track meet because of declining attendance due to group homes in DuPage County closing. Events are being planned to replace the track meet. Manager Marroquin shared fundraising highlights including \$6,000 from the Patriotism Dinner, \$2,000 from the Cryo-Plunge and \$5,500 from the Double Good popcorn sales. Marroquin discussed track meet sponsorships and plans for a fun run/walk to replace the track meet. Director Barton noted that NEDSRA took delivery of a new van originating from a bid last fall. Trustee Leno asked for an update on the Golf Classic location and Marroquin responded that quotes are being obtained from various courses. Trustee Leno encouraged staff to promote special recreation programs at other agencies, when NEDSRA does not offer the program.

9. Chairman of the Board Comments.

None.

10. Unfinished Business

a. PLAWA: Director Barton reviewed the Paid Leave for All Workers Act and its application to NEDSRA. Barton reviewed the memo within the Board packet and the draft policy that had been attorney reviewed. Barton discussed NEDSRA's philosophy to minimize disruptions to programs and services and covered the financial impact to the Agency. Barton indicated that the payroll systems are in place to immediately implement the new policy. Barton also reviewed the change to the current policy modifying the increment of hours that can be requested. Trustee Leno asked for clarification on the carry over and timeline of the calendar year versus the fiscal year. Trustee McCann asked for clarification on the payout option and carry over.

Trustee Leno made a motion to approve the NEDSRA Paid Leave for All Workers Act Policy and change to the existing vacation policy as presented. Trustee Hermonson 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 Gola, Village of Villa Park; Trustee Marquardt, Wood Dale Park District; Trustee Leno, Itasca Park District; Trustee McCann, Lombard Park District; Trustee Muenz, Medinah Park District; Trustee Elsey, Oakbrook Terrace Park District; Trustee Kaspar, Village of Schiller Park; Trustee Hermonson, Addison Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays.

b. Director Barton discussed the need for updates to the purchasing policy to better define

the pre-approval process and threshold amounts. Chairman Knautz requested a motion to approve the updated Purchasing Policy. Trustee Leno made the motion and Trustee Hermonson 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 Hermonson, Addison Park District; Trustee Leno, Itasca Park District; Trustee McCann, Lombard Park District; Trustee Muenz, Medinah Park District; Trustee Elsey, Oakbrook Terrace Park District; Trustee Kaspar, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Marquardt, Wood Dale Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 9 ayes and 0 nays.

c. Director Barton reviewed the bid opening from February that was conducted by Addison Park District. Addison does intend to move forward with the Solaris bid with work tentatively scheduled to begin in June. Barton reviewed the scope and expenses of the project. Initial estimates for NEDSRA's portion is \$358,800 before contingency. Addison recommended 20% contingency. Trustee Leno asked for clarification of the length of the project and availability of rooftop unit. Trustee Leno suggested budgeting \$450,000 for the project. Director Barton mentioned vendors are scheduled for site visits in regard to the elevator modernization.

11. New Business

a. Budget Workshop: Director Barton highlighted significant impacts to the 2024-2025 budget. Items included capitals, part-time wages, full-time wages, health insurance, IMRF rates, fundraising initiatives, IT services, community survey items and plans for future programming. Trustees inquired about the gym floor, track railings and curtain. Barton indicated those items are not currently in the budget. Superintendent Goode reviewed plans to expand recreation programs and services. Manager Marroquin reviewed community survey, marketing and fundraising initiatives. There was discussion regarding payment of the roof over two fiscal years. Chairman Knautz reviewed the budget process.

12. Other Business

13. Board of Trustees Comments

Trustee Gola and Muenz expressed appreciation for the information in the budget workshop. Trustee McCann welcomed the new staff. Trustee Elsey described updates to the Lakeview Nature Center and park renovations. Trustee Kaspar thanked Coordinator Cline and Superintendent Goode for assistance with staff training and Schiller Parks collaboration with the East Leyden transition program. Trustee Marquardt thanked staff for the budget information and provided updates on projects within Wood Dale. Trustee Knautz discussed project updates within Glendale Heights, including park updates that were designed with input from students with disabilities.

14. Next Meeting Date: May 1, 2024 at 1:30pm.

15. 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 Hermonson and a second by Trustee McCann. There being no further discussion, on a roll call vote, voting aye: Trustee Hermonson, Addison Park District; Trustee McCann, Lombard Park District; Trustee Muenz, Medinah Park District; Trustee Elsey, Oakbrook Terrace Park District; Trustee Kaspar, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee Marquardt, Wood Dale Park District; Trustee Knautz, Wood Dale Park District. Without further discussion, the motion passed unanimously on a voice vote with 8 ayes and 0 nays. The meeting adjourned at 2:58pm.

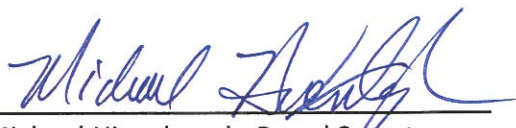
Respectfully submitted,



Jerry Barton, NEDSRA Executive Director



Keith Knautz, Chairman



Michael Hixenbaugh, Board Secretary