

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA ZOOM VIDEO CALL
ON THE 9TH DAY of DECEMBER 2020 AT 10:30 A.M.**

Chairman Risinger called the meeting to order at 10:34 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Mike Clark, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romeko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jeff Janda, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Bob O'Brien, Robert Dowling

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Cathy Splett, Superintendent of Development; Miranda Woodard, Accounting Manager; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; and Jessica Vasalos, Administrative Manager as recording secretary.

Introduction of Guests

None

Public Comment

None

Approval of Agenda

Chairman Risinger asked for a motion to approve the agenda dated December 9, 2020. Trustee LaFrener suggested that the order of items be changed from 1. Minutes, 2. Approval of Amended COVID 2020 Budget, 3. Approval of Proposed FY2021 Budget, 4. Approval of Finance Committee Recommendation of Surplus to 1. Minutes, 2. Approval of Finance Committee Recommendation of Surplus, 3. Approval of Amended COVID 2020 Budget, 4. Approval of Proposed FY2021 Budget. Chairman Risinger agreed and made the motion to approve the Agenda as amended. Trustee Janda made the motion and Trustee Fullerton seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

Approval of Consent Agenda

Chairman Risinger called for a motion to approve the Consent Agenda of December 9, 2020. Trustee Fahnstrom made the motion and Trustee LaFrener seconded the motion to approve the Consent Agenda dated December 9, 2020. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Correspondence

None

Staff Reports

None

Old Business

Finance Committee Recommendations

Approval of Finance Committee Recommendation of Surplus and Approval of the FY2021 Budget

Finance Committee Chair Fahnstrom reviewed the findings of the Finance Committee and thanked all parties that have reached out and provided information. After much discussion, it was decided that a Finance Task Force Committee will be developed to discuss policy and procedures for NWSRA funds. The Board discussed not needing action regarding the Finance Committee of Recommendation of Surplus, as this was approved during the budget process. Trustee Clark made the recommendation that this approval be included in the discussion with the Finance Committee Task Force.

Trustee LaFrener suggested amending motion to approve the FY2021 budget to include the addition of the Finance Committee Task Force to evaluate reserve funds and set the Fund Balance Policy. Chairman Fahnstrom asked for a motion to approve the FY2021 Budget with the addition of a Finance Committee Task Force to evaluate reserve funds and set policy on fund balance. Trustee Janda made the motion and Trustee Clark seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Approval of Amended FY2020 COVID Budget

Chairman Fahnstrom asked for a motion to approve the FY2020 COVID Budget as presented. Trustee Janda made the motion and Trustee Risinger seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: Craig Talsma, Tony LaFrener

The motion carried.

New Business

Installation of Officers

Chairman Risinger asked for a motion to approve the installation of officers as with the corrections of Organizational Treasurer from Organizational Chair and adding Tracey Crawford as Secretary. Trustee Fahnstrom made the motion and Trustee LaFrener seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Recognition of Board Members

Trustee Fahnstrom, on behalf of the Board, NWSRA, and staff, thanked Chairman Risinger for his outstanding accomplishments and dedication as Chairman of the NWSRA Board of Trustees during FY2020.

Bank Signature Cards

Superintendent Negrillo presented the updated signature cards for Board approval. The resolutions have been updated to reflect Trustee Talsma's recommendation to just have the Organizational Treasurer, Tracey Crawford and the Administrative Team. Chairman Fahnstrom called for a motion to approve the signature cards. Trustee Clark made the motion and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Informational/Action Items

Accident/Injury Summary 2020

Superintendent Negrillo reported no major injuries for full-time employees in 2020.

Closed Session

Chairman Fahnstrom asked for a motion to move into closed session. Trustee Risinger made the motion and Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Chairman Fahnstrom made a motion to reconvene into open session at 12:15 p.m. Trustee Clark made the motion and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Action as a result of Closed Session

Chairman Fahnstrom asked for a motion to approve Resolution R2020-10 stating not to release any executive session minutes. Trustee Clark made the motion and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Adjournment

After no further business, Chairman Fahnstrom called for a motion to adjourn. Trustee Clark made the motion and Trustee Risinger seconded the motion to adjourn the December 9, 2020 meeting at 12:16 p.m. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.


Secretary