

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT THE NWSRA ADMINISTRATIVE OFFICES
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 16th DAY OF JANUARY, 2019 AT 10:30 A.M.**

Chairman Morgan called the meeting to order at 10:30 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Brian Meyer, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Bob O'Brien, Hanover Park Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Mike Clark, Palatine Park District; Bret Fahnstrom, River Trails Park District; Amy Charlesworth, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District.

Absent: Tom Busby, Robert Dowling, Christina Ferraro, Dennis Stein, Jan Buchs

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

Introduction of Guests

Superintendent Hubsch introduced two new interns: Cay Collier and Aubrie Rivera. Chairman Morgan, on behalf of the NWSRA Board of Trustees, recognized Manny Aguilar for 5 years of service and dedication to NWSRA.

Public Comment

None

Agenda

Chairman Morgan asked for a motion to approve the agenda dated January 16, 2019. Trustee O'Brien made the motion and Trustee Risinger seconded the motion to approve the agenda dated January 16, 2019. Upon voice vote the agenda was approved.

Approval of Consent Agenda

Chairman Morgan called for a motion to approve the Consent Agenda of January 16, 2019. Trustee Clark made the motion and Trustee Talsma seconded the motion to approve the Consent Agenda dated January 16, 2019. Trustee Fletcher asked for clarification on a budget item. Upon roll being called the vote was as follows:

AYA: Brian Meyer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFreneere, Jay Morgan

NAY: None

The motion carried.

Correspondence

Executive Director Crawford received a thank you note from a staff member for the fruit basket sent by the Board and NWSRA staff in memory of her father.

Staff Reports

Program Report

Superintendent Hubsch relayed a story about a successful experience of a participant in the sled hockey activity at the Triphahn Center through the Leisure Education program.

2018 Year End Statistics

Superintendent Griffin reported that NWSRA participation has increased by 2%. Inclusion Services is now tracking service hours. In 2018, 530 service hours were recorded.

4th Quarter Goals and Updates

Superintendent Hubsch stated that the goals packet has been revamped and condensed. In 2018, NWSRA attended more than 50 expos for public awareness. Program budgets have been revised for easier use and understanding. A fee policy was created, which reflects the levels of program revenue generation. Collaborative programs have increased, including the expansion of STAR to three locations, the opening of a second Snoezelen Room, and the opening of program space in Mount Prospect.

Marketing and PR Report/Outreach Report

Superintendent Selders reported that the website has been updated for 2019. New designs and materials are being developed for foundation events and Day Camps, and new elevator wraps are in place. NWSRA and SLFS new designs are being submitted for Agency Showcase. Two-hundred twenty-seven new families joined NWSRA in 2018. Superintendent Selders praised the outreach committee for an outstanding job. Trustee O'Brien asked about NWSRA advertising on a billboard again this year and whether feedback was received. Superintendent Selders replied that feedback was positive and consideration is being given for another billboard.

Trustee Talsma inquired about using Dropbox for Board Packet information. Superintendent Selders informed the Board that all information is on the Directors Site for direct download.

SLSF

Superintendent Sowa stated that the grant received from the Wheaton Franciscan Sisters helped to create the NWSRA programming space in Mount Prospect. Superintendent Sowa posted the Schaumburg Turkey Trot race on social media, and received \$5000 in donations for SLSF. SLSF raised more than the budgeted amount for 2018 by following the development plan.

Old Business

Full-Time Staff Member Benefits Usage Selection

Superintendent Griffin reported that staff have selected their park districts for 2019 for Member District Use. The staff is extremely grateful for this benefit.

New Business

Appointment of Legal Counsel

Chairman Morgan called for a motion to approve Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. as legal counsel for NWSRA and SLSF. Trustee Charlesworth made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called, the vote was as follows:

AYA: Brian Meyer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, Jay Morgan

NAY: None

The motion carried.

Appointment of Director/Secretary

Chairman Morgan called for a motion to approve the appointment of Tracey Crawford as Director and Secretary of NWSRA. Trustee Clark made the motion and Trustee O'Brien seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Meyer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, Jay Morgan

NAY: None

The motion carried.

Resolution R2019-5 – Appointment of SLSF President

Chairman Morgan called for a motion to approve Resolution R2019 -5 – the appointment of Tracey Crawford as SLSF President. Trustee Fahnstrom made the

motion and Trustee Charlesworth seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Meyer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, Jay Morgan

NAY: None

The motion carried.

Extended School Year Day Camp Program

Superintendent Hubsch explained the background of the Extended Day Camp Program. Trustee Clark asked what staff resources would be needed for this program and how many schools are included. Superintendent Hubsch stated that there is one school and one camp location and explained staff coverage. Chairman Morgan asked for a motion to approve the Extended School Year Day Camp Program for District 59 as presented. Trustee Clark made the motion and Trustee O'Brien seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Meyer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, Jay Morgan

NAY: None

The motion carried.

Information/Action Items

2018 Year Review/2019 Goals

Executive Director Crawford and Superintendent Selders presented a year-end review as well as the 2019 goals.

Directors Report/Work Plan

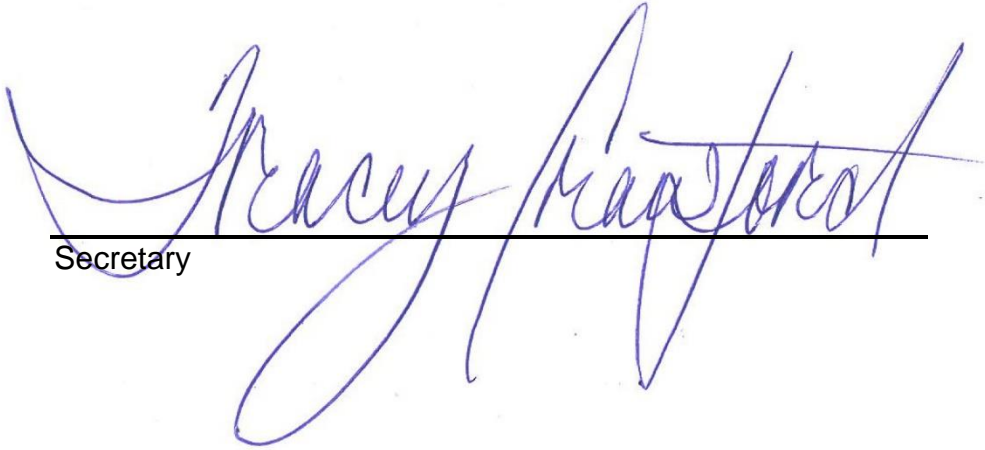
Executive Director Crawford invited the Board of Trustees to join her in meetings with legislators. Director Crawford stated that seven focus groups will be held in the park districts' facilities. She also reminded the Board that she is more than happy to attend their Board Meetings and present NWSRA Updates, however, she needs to be invited to attend.

Closed Session

None

Adjournment

After no further business, Chairman Morgan called for a motion to adjourn. Trustee Fahnstrom made the motion and Trustee Risinger seconded the motion to adjourn the January 16, 2019 meeting at 11:42 am. Upon voice vote, the motion carried.

A handwritten signature in blue ink, appearing to read "Tracy Fahnstrom", is written over a solid black horizontal line. The signature is highly stylized and cursive.

Secretary