

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA ZOOM VIDEO CALL
ON THE 20th OF JANUARY, 2021, at 10:30 am**

Chairman Fahnstrom called the meeting to order at 10:33 a.m.

Executive Director Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights 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 Romejko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jan Buchs, Wheeling Park District

Absent: Rita Fletcher, Bob O'Brien and Robert Dowling

Jeff Janda, Streamwood Park District arrived at 10:34 am

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Cathy Splett, Superintendent of Development; Miranda Woodard, Accounting Manager; Jackie Moore, Manager of Special Recreation; Andi Marfilus, Faithe Kazmark, Kathryn Schuermann, Jenny Woodand, Interns; and Jessica Vasalos, Administrative Manager as recording secretary.

Introduction of Guests

Bret Fahnstrom introduced each guest and read Jackie Moore's 5 Year Recognition.

Public Comment

None

Approval of Agenda

Chairman Fahnstrom asked for a motion to approve the agenda dated January 20, 2021. Trustee Janda made the motion and Trustee Risinger seconded the motion. Upon voice vote, the motion was carried. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, 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 Consent Agenda

Chairman Fahnstrom called for a motion to approve the Consent Agenda of January 20, 2021. Trustee Clark made the motion and Trustee LaFrenere seconded the motion to approve the Consent Agenda dated January 20, 2021. Upon roll being called the vote was as follows:

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

NAY: None

The motion carried.

Correspondence

None

Staff Reports

Superintendent Hubsch shared a story of a new participant that resides in Schaumburg.

Superintendent Griffin reported on 2020 Year End Statistics including Program and Participant Statistics and Facility Statistics, this included the growth of program spaces and new initiatives developed during the pandemic. Superintendent Griffin asked Board Members to refer to the Board Packet as well as the Directors' site for Park District specific information.

Marketing and PR

Superintendent Selders reported that there was an article published in the Illinois Parks and Recreation Magazine, Taking the Digital Leap, which recapped NWSRA's efforts in 2020. There were over 22,000 new IP hits on our website over 2020. An increase of over 200 followers on Facebook and Instagram was also logged. Working on the survey for the NWSRA Programming Spaces. This will evaluate many areas at all sites. Still taking the idea of digital marketing from 2020 and moving that into 2021.

SLSF

Superintendent Splett reported that this year will mark SLSF's 40th anniversary. Kevin T. Kendrigan started the foundation in 1981. The Gold Medal Fashion Show will highlight the models this year with a personal touch. Moving forward SLSF will be supporting each Park District randomly. In 2021, SLSF will support Buffalo Grove, Elk Grove, Schaumburg, Salt Creek and Streamwood. Each district will receive \$200 to support an event at your districts.

Old Business

Full-time Staff Member Benefits Usage Report

Superintendent Griffin stated that 16 out of 36 staff have signed up for this benefit and asked the Board to review the documents in the Board Packet.

Finance Task Force Committee Meeting

Executive Director Crawford informed the Board that staff have begun to move forward and have set a meeting with the Finance Task Force. Currently staff are meeting and working with Task Force Chair, Kevin Romejko.

New Business

Appointment of Legal Counsel

Chairman Fahnstrom called for a motion to approve Howard Metz, with Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., as legal counsel. Trustee Fullerton made the motion and Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, 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.

Appointment of Director/Secretary – Tracey Crawford

Chairman Fahnstrom called for a motion to approve Tracey Crawford as Executive Director and Secretary for NWSRA. Trustee Janda made the motion and Trustee LaFrener seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, 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

COVID Update

At this time Executive Director Crawford and Superintendent Selders as well as the other Administration Team members presented the NWSRA COVID update.

Trustee Talsma asked if there was a way to provide access to the participants that do not have access to virtual programs. Executive Director Crawford informed the Board that that issue is something that NWSRA is looking into. The issues are not only device problems but also internet connectivity and the age of the guardians assisting the participants accessing the virtual programs.

Trustee Talsma raised a question about the Board approving an extension of COVID related to FFCRA. Superintendent Negrillo informed the Board that this is not additional time, this is the FFCRA time that is reimbursable by the Federal Government. The NWSRA Policy Manual gives the Executive Director the authority to do this without Board approval. Taking direction from Trustee Talsma, Executive Director Crawford called for a motion to approve the extension of Federal COVID FFCRA sick time until March 31, 2021. Trustee Talsma made the motion and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, 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.

2020 Year in Review/2021 Goals

Executive Director Crawford stated that this is the fourth and final year of NWSRA's strategic plan and it is on target. Due to our relationship with Clearbrook, some NWSRA staff were able to get the COVID vaccine. NWSRA staff are currently on waitlists but due to NWSRA being linked to State Agency's, staff were able to get vaccinated. The main goal was to ensure that staff that have direct participant contact, were able to get vaccinated.

Other

None

Closed Session

None

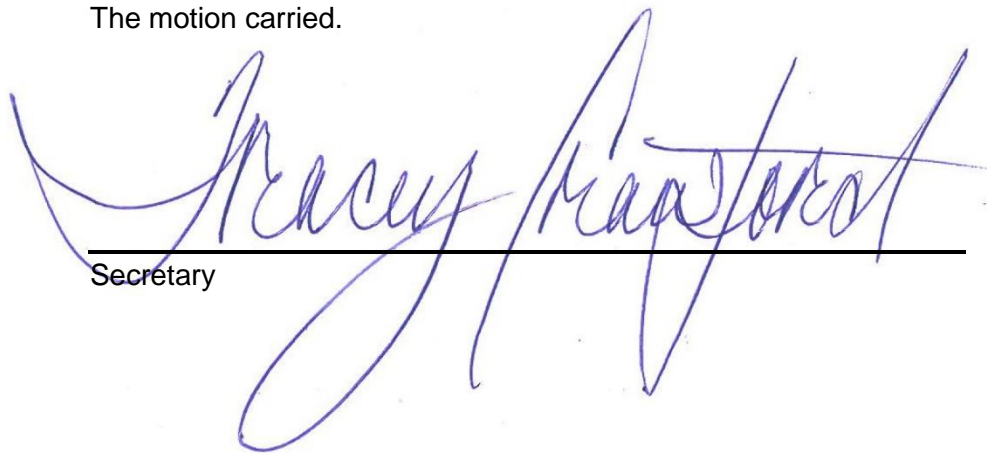
Adjournment

After no further business, Chairman Fahnstrom called for a motion to adjourn. Trustee LaFrener made the motion and Trustee Risinger seconded the motion to adjourn the January 20, 2021 meeting at 11:49 a.m. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, 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.



A handwritten signature in blue ink, reading "Tracy Magforat", is written over a solid black horizontal line. The signature is cursive and extends above and below the line.

Secretary