

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT PARK CENTRAL;
3000 CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 31st OF JANUARY, 2024, at 10:30 am**

Chairman Talsma called the meeting to order at 10:32 a.m.

Administrative Manager Vasalos took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Rita Fletcher, Barlett Park District; Ben Curcio, Elk Grove Park District; Steve Bessett, Hanover Park Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Ben Rea, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romejko, Rolling Meadows Park District; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District; and Jan Buchs, Wheeling Park District

Absent: Erika Strojinc, Robert Dowling, Diane Hilgers and Jeff Janda

Also present: Tracey Crawford, Executive Director; Tom Draper, Superintendent of Marketing and Communications; Rachel Hubsch, Superintendent of Recreation; Anne Kiwala, Superintendent of Development; Emily Turi, Intern; and Jessica Vasalos, Administrative Manager as recording secretary

Introduction of Guests

Rachel Hubsch introduced Emily Turi the new NWSRA intern.

Public Comment

None

Approval of Agenda

Chairman Talsma asked for a motion to approve the agenda dated January 31, 2024 with the omission of item 5B. NWSRA Financial Reports, and 9A. Clearbrook Collaborative Agreement in the consent agenda. Director Fullerton made the motion and Director LaFrener seconded the motion to approve the agenda dated January 31, 2024. Upon voice vote, the motion was carried.

Approval of Consent Agenda

Chairman Talsma called for a motion to approve the corrected Consent Agenda of January 31, 2024, with a correction in the minutes removing Mike Clark and Bob O'Brien. Director LaFrener made the motion and Director Fullerton seconded the motion to approve the Consent Agenda dated January 31, 2024. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Steve Bessett, Craig Talsma, Jim Jarog, Ben Rea, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Tony LaFrener, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Correspondence

Chairman Talsma talked about the correspondence from Lauterbach and Amen regarding the status of the outstanding bill with NWSRA. He responded to Lauterbach and Amen that he would get back to them once the meeting with the IRS was complete. He asked the Board if they were comfortable asking for Lauterbach to consider the bill a wash for the fees that were accumulated during the 941 issue. The Board would like to wait and see what the final outcome is with the IRS.

Staff Reports

Superintendent Hubsch outlined the collaborations that support the intern program and how that collaboration was supported throughout the pandemic.

2023 Year-End Statistics

Superintendent Hubsch reviewed the year-end statistics with the Board and highlighted many areas that saw growth throughout the year.

Marketing and PR

Superintendent Draper reported to the Board that his team has been very busy putting together videos for the Celebrate Ability Gala as well as the Holiday Luncheon in December. He highlighted the I am campaign that is honoring the NWSRA 50th Anniversary that is being celebrated this year. D214 is sending another intern for the next several weeks that will be assisting the marketing department. His team is in full swing preparing for the GMFS with interviewing the models.

Human Resources Report

Executive Director Crawford briefly reviewed the Human Resources report with the Board.

SLSF

Superintendent Kiwala reported on the wrap-up report that is in the packet and highlighted the revenues and expenses from the events that were hosted in FY2023 as well as sponsorships and new grants awarded in FY2023.

Directors Report

Executive Director Crawford reviewed the current status of NWSRA with highlights in the Inclusion Department, Recreation Department, and Finance as well as all the open positions in the agency.

Old Business

Wheeling Sensory Garden Update

Superintendent Kiwala informed the Board that the concrete work and the utilities for the greenhouse at Wheeling Park District have been completed and also gave kudos to the WPD staff as they have been awesome working on this....

Other

Chairman Talsma informed the Board that Hoffman Estates Park District will be receiving a grant to renovate Vogelei Park and make it an inclusive playground.

New Business

NSSEO Agreement

Superintendent Hubsch reviewed the NSSEO agreement with the Board and gave a brief overview of the contract reflecting a 3% increase over last year. Director Crawford asked for a motion to approve the NSSEO Agreement as presented. Director Fahnstrom made the motion and Director Fletcher seconded the motion to approve the NSSEO Agreement as presented to the Board. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Steve Bessett, Craig Talsma, Jim Jarog, Ben Rea, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Tony LaFrener, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Informational/Action Items

2023 Year in Review

The administrative team and Executive Director Crawford reviewed the 2023 Year in Review with the Board of Directors.

2024 Goals

Superintendent Hubsch presented the 2023 Goals review and presented the 2024 Goals. Executive Director Crawford also reminded the Board that she is available to attend any Board Meetings that they feel are needed.

Recognition of Board Member

Chairman Talsma read the Proclamation honoring Director Ferraro for her dedicated service during her term.

Mission Vision and Values

Executive Director Crawford read the mission vision and values and asked if there were any questions. Director Fletcher asked the Board for their opinion on removing the "exist" in the statement. The Board agreed. Director Crawford asked for a motion to approve the mission, vision, and values statements with the omission of "exist". Director Fullerton made the motion and Director Romejko seconded the motion to approve the mission, vision, and values statements as presented and corrected. Upon voice vote, the motion was carried.

Other

None

Closed Session

None

Adjournment

After no further business, Chairman Talsma called for a motion to adjourn. Director LaFrenere made the motion and Director Romejko seconded the motion to adjourn the January 31, 2024 meeting at 11:54 a.m. Upon voice vote the meeting was adjourned.



Secretary