
NORTHEAST DUPAGE SPECIAL RECREATION ASSOCIATION



BOARD OF TRUSTEES MEETING MINUTES

Thursday, June 3, 2010

1. Call to Order: Board Chairman Greg Kuhs called the meeting to order at 1:31 p.m., at the NEDSRA Administrative Office, 1770 West Centennial Place, Addison, Illinois. The following roll call was taken:

Members Present

Bob Jarecki, Bensenville Park District
Dave Harris, Butterfield Park District
Cec Sullivan, Village of Glendale Heights
Maryfran Leno, Itasca Park District
Paul Friedrichs, Lombard Park District
Tom Connolly, Medinah Park District
Laura Barron, Oakbrook Terrace Park District
Bob Niemann, Village of Villa Park
Greg Kuhs, Wood Dale Park District

John Bealer, Village of Schiller Park (arrived at 1:37 p.m.)

Members Absent

Mark McKinnon, Addison Park District

Staff & Guests

Larry Reiner, Executive Director
Rosanna Furman, Recording Secretary
Staff: Susan Balling, Lisa Deets, Monica Del Angel, Karen Lesniak and Attorney Steve Bloomberg

2. Approval of Minutes:

- a. Board of Trustees Meeting – May 5, 2010

Chairman Kuhs asked if there were any questions regarding the minutes from the May 5, 2010, Board of Trustees meeting. There being no questions, comments or corrections, Trustee Leno moved to approve the minutes from the May 5, 2010, Board of Trustees meeting as presented. Trustee Sullivan seconded the motion. On a voice vote, the motion was passed with 6 ayes and an abstention from Trustees Sullivan, Niemann and Alternate Jarecki. Trustee Bealer was not present.

3. Comments and Communications: Director Reiner indicated that the Golf Classic flyer was included in the packet. He reported that there would be challenges this year as a result of the economy and the impact it's had on the auto dealerships. However, he encouraged everyone to come out and participate in the golf event as it would be another fun day.

Dave Harris has been formally appointed by the Butterfield Park District as their representative to the NEDSRA Board of Trustees.

4. Introductions of Staff and Guests: Director Reiner introduced Steve Bloomberg, who has been with NEDSRA since its inception.

5. Financial Report:

a. NEDSRA Consolidated Monthly Financial Report – April 30, 2010

Director Reiner reviewed a few accounts from the April 30, 2010 Consolidated Monthly Financial Report in order to explain any significant variations from the budgeted amounts. A spreadsheet outlining the Budget Projections and Year End Actuals was included in the Board packet.

Chairman Kuhs asked if there were any questions regarding the financial report ending April 30, 2010. There being no questions or comments regarding the April 30, 2010, Consolidated Monthly Financial Report, Trustee Leno motioned to approve the April 30, 2010, Consolidated Monthly Financial Report as presented. Trustee Friedrichs seconded the motion. On a roll call vote, the motion was passed unanimously.

b. NEDSRA Consolidated Monthly Financial Report – May 15, 2010

Chairman Kuhs asked if there were any questions regarding the financial report ending May 15, 2010. There being no questions or comments regarding the May 15, 2010, Consolidated Monthly Financial Report, Trustee Leno motioned to approve the May 15, 2010, Consolidated Monthly Financial Report as presented. Trustee Friedrichs seconded the motion. On a roll call vote, the motion was passed unanimously.

6. Approval of Disbursements:

a. NEDSRA Disbursements Report – May 2010

Director Reiner indicated that the report was smaller than usual, because the P-Card Purchase report was included with last month's packet.

Chairman Kuhs advised the Board that the claims list presented for May 2010 included checks #42412 to #42448, interim checks #42377 to #42411 and transfers totaling \$127,787.32. There being no further questions or comments, Trustee Leno motioned to approve the disbursements of May 2010 as presented. Trustee Sullivan seconded the motion. On a roll call vote, the motion was passed unanimously.

7. Chairman of the Board Comments:

Chairman Kuhs complimented NEDSRA staff on a job well done in planning the Reach for the Stars event.

Chairman Kuhs reported that none of the Board members had contacted him requesting to make any changes to the Committee Appointments. As a result, the Appointments will remain the same. Dave Harris is a new Board of Trustee member, so Chairman Kuhs will discuss potential appointments with him later. Trustee Sullivan made a motion to maintain the committee appointments for Fiscal Year 2010-2011. Trustee Niemann seconded the motion. On a voice vote, the motion was passed unanimously.

8. Committee Reports: There were no committee reports.

9. Director's Report: Director Reiner introduced Superintendent of Recreation Lisa Deets

a. *Recreation Report* –

- Lisa apologized for not contacting the Board members regarding their constituents who were recognized at the Reach for the Stars event. She will ensure that each community is contacted next year before the event.

- Lisa reported that NEDSRA is still working to iron out any issues with the new registration software system. Due to the changes in the reporting system, as well as impacts of the economy, numbers are a little lower than last year. Staff is close to finalizing year-end numbers, which will be in the Annual Service Report and on the ScoreCard. In the long run, she is certain that this new system will provide many more reporting features than before.
- The open position of Recreation Specialist has been filled by Melissa Katsma from the University of Wisconsin La Cross, who will join NEDSRA on June 9, 2010.
- Lisa highlighted some of the major events which included: Special Olympics, Health Minds/Healthy Bodies Inclusive Fitness Training, Summer Day Camps, Summer School Recreation Cooperatives, Inclusions and Seattle Trip. She encouraged Member Partners to join NEDSRA at the upcoming Bocce Tournament and Fishing Derby.

b. *Public Relations and Marketing Report* – Director Reiner introduced Monica Del Angel who highlighted following Public Information Department items:

- Monica reported that she will be resigning her position from NEDSRA to accept another position and thanked the Board for the opportunity at NEDSRA.
- Luis Flores was featured in an article in the Chicago Tribune.
- Advertisements for the Special Parent magazine will be going in the Chicago commuter magazine which boasts 10,000 print publications as well as an on-line feature. The ad will also be included in the healthcare publication that will be provided at hospitals.
- Addison Cable TV came out to videotape the Reach for the Stars event and will be airing soon.
- Flags were purchased for Special Olympics instead of the traditional balloons. These flags can be utilized over and over, thus saving the agency money over time and providing high visibility at many events.

Chairman Kuhs, Director Reiner and Superintendent Deets thanked Monica for her hard work and dedication to NEDSRA during her time with the organization and wished her much success.

c. *Fund Development Report* – Director Reiner introduced Karen Lesniak who reported on the following Department updates:

- Karen reviewed the “Five Year Review Summary” for various Fund Development initiatives. These initiatives included: Golf Classic, Knights of Columbus MRLD Drive, Mayor’s Community Charity Ball, Community Mall Fundraiser, Service Club Support, Individual Giving, Corporate Contributions, Foundations, Direct Mail Campaign, Stroll & Rollathon, and State Grant Support. Karen reported that the Philanthropic Giving Index reported that there is a 28.9% decrease in giving from 2008 to 2009 and NEDSRA has seen some impacts from the economy. Karen indicated that some of our initiatives will have to be looked at more closely to determine if they are beneficial to continue. Trustee Leno requested that a net revenue column be included with this summary to see what expenses were incurred. In-kind donations are acknowledge, but not in a monetary manner. These numbers do not include funds acquired from foundation grants.

d. *Administrative Operations Report* – Director Reiner highlighted the following administrative items:

- Director Reiner commented that auditors from Lauterbach & Amen, LLP will be coming for their second visit on Friday, June 11th. So far, NEDSRA has not received word from the DCEO audit that was conducted on May 20th.
- Director Reiner thanked Member Partners from Medinah, Oakbrook Terrace and Schiller Park for allowing NEDSRA to attend their Board meetings and highlight the Veterans’ Program, Healthy Minds/Healthy Bodies. He indicated that if any other Member Partners would like NEDSRA to attend their Board meeting, he would be happy to accommodate.

10. Unfinished Business – There was no unfinished business to address at this meeting.

11. New Business:

- a. WorkPlan 2010-11: Director Reiner highlighted some of the areas covered in the WorkPlan:
 - Streamline budget format
 - Simplify funding formula
 - Investigate contractual arrangement for Rosemont and Berkley
 - It was requested that the funding goal for the Golf Marathon be modified to indicate net revenue of \$50,000.

Chairman Kuhs asked for a motion to approve the WorkPlan 2010-11. Trustee Bealer made a motion to approve the WorkPlan 2010-11 with the modification of “net revenue” for Golf Marathon funding goal. Trustee Barron seconded the motion. On a voice vote, the motion was passed unanimously.

12. Executive Session for the Purposes of Personnel Issues

- a. Legislative Incentive Consideration
- b. IMRF/Pension Report

Trustee Niemann made a motion to adjourn to Executive Session at 2:30 p.m. for the purpose of discussing Personnel Issues. Trustee Jarecki seconded the motion. On a roll call vote, the motion was passed unanimously. At 4:50 p.m., Trustee Leno made a motion to adjourn from Executive Session, and Trustee Bealer seconded the motion. On a roll call vote, the motion was passed unanimously.

13. Take Action, if any on Items Discussed in Executive Session – No action was taken.

14. Adjournment – There being no further business before the Board of Trustees, a motion to adjourn the meeting was made by Trustee Leno at 4:51 p.m. The motion was seconded by Trustee Niemann. On a voice vote, the motion was passed unanimously.

Respectfully submitted,

Rosanna Furman
Recording Secretary

Greg Kuhs, Chairman

John Bealer, Secretary