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# NORTHEAST DUPAGE SPECIAL RECREATION ASSOCIATION

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## BOARD OF TRUSTEES MEETING MINUTES

Wednesday, May 5, 2010

1. Call to Order: Board Chairman Greg Kuhs called the meeting to order at 1:30 p.m., at the NEDSRA Administrative Office, 1770 West Centennial Place, Addison, Illinois. The following roll call was taken:

Members Present  
Mark McKinnon, Addison Park District  
Ken Anderson, Bensenville Park District  
Dave Harris, Butterfield Park District  
Maryfran Leno, Itasca Park District  
Paul Friedrichs, Lombard Park District  
Tom Connolly, Medinah Park District  
Laura Barron, Oakbrook Terrace Park District  
Greg Kuhs, Wood Dale Park District

Members Absent  
Cec Sullivan, Village of Glendale Heights  
John Bealer, Village of Schiller Park  
Bob Niemann, Village of Villa Park

Staff & Guests  
Larry Reiner, Executive Director  
Rosanna Furman, Recording Secretary  
Staff: Jeena Greenwalt, Monica Del Angel, Karen Lesniak and Donna Sebok  
Guest: Louis A. Flores – Healthy Minds Healthy Bodies Veterans Initiative, Iraq War Veteran

2. Approval of Minutes:

- a. Board of Trustees Meeting – April 7, 2010

Chairman Kuhs asked if there were any questions regarding the minutes from the April 7, 2010, Board of Trustees meeting. There being no questions, comments or corrections, Trustee Leno moved to approve the minutes from the April 7, 2010, Board of Trustees meeting as presented. Trustee Friedrichs seconded the motion. On a voice vote, the motion was passed with 7 ayes and 1 abstention from Trustee Anderson.

3. Comments and Communications: Director Reiner discussed the “Inclusive Fitness Training” flyer, which was included in the Board packet. He urged member partners to have their professional trainers sign up, so that they can be better prepared to assist American war veterans who are disabled and promote similar programs.
4. Introductions of Staff and Guests: Director Reiner indicated that they would be introduced and speaking during the Director’s Report.
5. Financial Report:

- a. NEDSRA Consolidated Monthly Financial Report – April 15, 2010

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

6. Approval of Disbursements:

a. NEDSRA Disbursements Report – April 2010

Director Reiner explained that the April 2010 Claims List included in their packet were for checks up until the Board packet was put together. The April 30, 2010 Final Claims List, which was provided at the meeting, included payments through the end of the month. Director Reiner apologized for the short timing of the presentation of the final claims list, and explained that the P-Card process closes on the 27<sup>th</sup> of the month (as determined by the Bank) and staff worked to get the list before the Board for their review in a timely manner. A complete financial report will be provided at next month's Board meeting.

Chairman Kuhs advised the Board that the claims list presented for April 2010 included checks #42308 to #42362, interim checks #42269 to #42307, BMO P-Card payment totaling \$111,056.94, and transfers totaling \$111,714.92.

There being no further questions or comments, Trustee Leno motioned to approve the disbursements of April 2010 as presented. Trustee Friedrichs seconded the motion. On a roll call vote, the motion was passed unanimously.

b. NEDSRA Disbursements Report – April 2010 Final

Chairman Kuhs advised the Board that the claims list presented for April 2010 included checks #42363 to #42376 and BMO P-Card payment totaling \$58,683.81, and transfers totaling \$1,479.91.

There being no questions or comments, Trustee Leno motioned to approve the disbursements of April 2010 as presented. Trustee Anderson seconded the motion. On a roll call vote, the motion was passed unanimously.

Director Reiner distributed ADA/Access Reserves spreadsheets with member balances. He reported a couple of comments on the sheet. The \$56.98, which had been received by Lombard in error, has since been repaid to the Association for a zero balance. In addition a correction to the sheet had been made allocating funds to Butterfield Park District that had been erroneously credited to Bensenville Park District. Director Reiner thanked Dayna Heitz for bringing this matter to his attention.

Director Reiner reported that it appears the state will keep NEDSRA in the budget and will be listed as "DCEO Community Programs." The state grant for \$242,500 was vouchered on March 23, 2010 and we are hoping that the check will be released soon. Money from the Capital Bill is still promising to be seen, which has been committed by both parties, but payment could extend over three to five years. Senator Cronin may also be providing a grant of \$50,000, which had originally been anticipated at \$25,000.

Director Reiner also discussed the possibility of evaluating increasing programming space on the first floor, perhaps by reutilizing the garage area. He also opened up for consideration the possibility of establishing satellite locations and partnering with member districts and utilizing matching grants to fund this initiative.

7. Chairman of the Board Comments:

Chairman Kuhs reminded the Board members that they had previously voiced their desire to have no changes to the Committee Appointments. He asked that if anyone would like to change that, to please contact him and let him know.

8. Committee Reports: There were no committee reports.

9. Director's Report:

- a. *Recreation Report* – Director Reiner introduced Jeena Greenwalt, Asst. Superintendent of Recreation, who made introductions and discussed the following areas:
- NEDSRA contract staff member Donna Sebok is in charge of coordinating the Veteran's program, "Healthy Minds, Healthy Bodies." Donna read a letter from Darwin Colegatto, a participant in the veteran's program. His letter addressed how he became disabled and the benefits that the program has provided him. Donna relayed that the program has benefitted veterans in two major capacities: physical fitness and social component. Not only are veterans benefitting by getting physically fit, but there have been tremendous networking opportunities for the vets. She reported that it was not easy at first to locate veterans, but now she has 9 new members who will be joining within the next couple of weeks and many from this area.
  - In addition, veteran's program participant Louis A. Flores attended the meeting. Mr. Flores talked about his own personal story, how he became disabled and how much the NEDSRA program has benefitted him. He says he has been telling other veterans about the program and how it has changed his life.
  - Trustee Anderson reported that he had a listing of veterans, which he could share with Donna and mentioned it might be possible to advertise the program in the VFW magazine. Trustee Barron reported that her Board was interested in starting up such a program for their district.
  - At this time Monica Del Angel showed the ABC segment with Karen Meyers on the Healthy Minds, Health Bodies program, which aired on April 11, 2010. She advised the Board that a link to this segment is located on NEDSRA's website and she can email the link or burn a DVD if they would like to share it with their district Board. She also has banners, posters and tabletop pieces that she could provide them with that would include their district logo.
  - Lori Miller who is the Manager of Program Development, distributed invitations to the Board members for NEDSRA's Reach for the Stars event on Wednesday, June 2<sup>nd</sup>. She talked about the opportunity for Board members to reserve individual place settings or that they could reserve an entire table and encourage their staff or district board members to attend. The event highlights the successes of NEDSRA participants throughout the year.
  - Jeena Greenwalt discussed the Special Olympics Track and Field event which is approaching. She reported that the event will take place on Saturday, May 22<sup>nd</sup> at Glenbard East High School. She encouraged board members to attend and/or volunteer their services if they desired. The competition conducts 16 different sporting events and NEDSRA is proud to have participants who have won 25 upper class medals in 12 of these sports.
  - Jeena also reported on the Spring Formal, which was held on April 16<sup>th</sup>. She expressed appreciation to Trustee Leno for assisting them with facilitating a sponsor for the corsages, centerpieces and balloons.
  - Jeena concluded with information about the outcome of the Art Show held from April 25<sup>th</sup> through May 2<sup>nd</sup> in Bloomingdale. The 1<sup>st</sup> NEDSRA Showcase was also recently held at which Director Reiner and Jeena did a skit with other staff. The Paralympics now has a record of 13 athletes on the track team.
- b. *Public Relations and Marketing Report* – Director Reiner introduced Monica Del Angel who highlighted following Public Information Department items:
- Monica explained that the media clippings during the past month will now be provided to Board Members at the meeting in order to give them the most recent articles.
  - Monica Del Angel reported that attending guest Louis Flores was interviewed by the Chicago Tribune for their Wednesday Healthbeat section about the Healthy Minds, Healthy Bodies program, which will be published sometime this month.
  - Monica reported that she has been busy working with local cable stations and member districts to feature different programs. Addison's ACTV, for example, will be videotaping the Reach for the Stars event.

- c. *Fund Development Report* – Director Reiner introduced Karen Lesniak who reported on the following Department updates:
- Karen reported that NEDSRA received a \$10,000 grant from the Oberweiler Foundation, which is for the youth summer camp program.
  - A grant for \$1,500 was also received from Life Time Fitness for the adaptive sports program. Currently, there are two participants who work out at the facility in Bloomingdale.
  - Karen reported that tomorrow is the Golf Marathon and gave a warm thank you to Wood Dale Park District for their help in accommodating the event.
  - Karen reported that Brown's (formerly Brown's Chicken) will be providing lunch for the attendees at the May 22<sup>nd</sup> Special Olympics event.
  - Karen reminded Board members that Saturday, May 8<sup>th</sup> is the first Zumba fundraiser and invited Board members to come out if they had an opportunity.
- d. *Administrative Operations Report* – Director Reiner highlighted the following administrative items:
- Director Reiner commented that in addition to the items highlighted in the Administrative Operations Report, he wanted to inform the Board that an audit from DCEO will be conducted later this month.
- 1) *WorkPlan Year-end Review/Questions*: Director Reiner asked Jeena Greenwalt to update the Board on the Recreation Department and their progress.
- Jeena Greenwalt reported that the Recreation Department had established a goal to increase services to underserved and unserved groups. As a result, NEDSRA increased services to youth and adults with visual impairments; however they did not realize enough participants to continue this trend. Services for the deaf and hearing-impaired are being utilized through inclusive settings. Services for individuals with Alzheimer have increased, but will target homebound residents in the future. Services for individuals with traumatic brain injuries are already being served in other programs.
  - Jeena also reported that there was a 22% increase in ongoing volunteers.
  - Director Reiner reported that the review of Articles of Agreement have been postponed, as it was intended to be a process where we would be adding language regarding the addition of Veterans Park district as a new member partner as well as language required for becoming a member of IMRF. We will bring this item forward as necessary, when these items get resolved in the future and will try to alleviate the need to make multiple revisions to the Articles of Agreement by the member Partners. Another area for discussion would involve Superintendents acting as Alternate Board Members.
  - Director Reiner explained that due to the interest expressed by Veterans Park District, NEDSRA did not seek participation from Berkley or Rosemont as it would have been too cumbersome to try and establish participation from three new members, especially with the complexities of Veterans Park District.
  - Director Reiner reported that due to the economy, seeking the expansion of the Foundation for NEDSRA's Future is not a good option at this time. We may look into it in two to three years and if the economy is in a better position.
10. Unfinished Business – There was no unfinished business to address at this meeting.
11. New Business:
- a. Appointment of Attorney: Trustee Leno motioned to appoint the firm of Tressler, LLP and, in specific, Steven Bloomberg, as the Attorney for the Northeast DuPage Special Recreation Association for the fiscal year 2010-2011. Trustee Connolly seconded the motion. On a voice vote, the motion was passed unanimously.

- b. Appointment of Pension Trustees: Trustee Friedrichs motioned to appoint Lawrence S. Reiner and Steven W. Steinberg as the authorized NEDSRA representatives/trustees to the NEDSRA pension plan for fiscal year 2010-2011. Trustee Leno seconded the motion. On a voice vote, the motion was passed unanimously.
  - c. Appointment of Auditors: Trustee Connolly motioned to appoint the firm of Lauterbach & Amen, LLP as auditors for the NEDSRA Board of Trustees for the fiscal year 2010-2011. Trustee Barron seconded the motion. On a voice vote, the motion was passed unanimously.
  - d. Appointment of Ethics Advisor: Trustee Leno motioned to appoint Steven Bloomberg as NEDSRA's Ethics Advisor for fiscal year 2010-2011. Trustee Anderson seconded the motion. On a voice vote, the motion was passed unanimously.
12. Executive Session – Trustee Leno made a motion to adjourn to Executive Session at 3:50 p.m. for the purpose of the 6-month review of Executive Session Minutes and Personnel. Trustee Anderson seconded the motion. On a roll call vote, the motion was passed unanimously. At 3:53 p.m. Trustee Leno made a motion to adjourn from Executive Session, and Trustee Friedrichs seconded the motion. On a roll call vote, the motion was passed unanimously.
13. Executive Session Related Issues – Action Taken in Open Session
- a. Trustee Leno made a motion at 3:53 p.m. to reconvene the regular Board of Trustees meeting, seconded by Trustee Anderson. On a roll call vote, the motion was passed unanimously.
  - b. Approval and Release of the Semi-Annual Review of the Executive Session Minutes from November 4, 2009 and to withhold the release of Personnel matters from the Executive Session Minutes from November 4, 2009 – Trustee Leno made a motion to approve and release for public inspection the Semi-Annual Review of the Executive Session Minutes from November 4, 2009 and to withhold the release of Personnel matters from the Executive Session Minutes from November 4, 2009. Trustee Anderson seconded the motion. On a roll call vote, the motion was passed, with an abstention from Chairman Kuhs.
14. Adjournment – There being no further business before the Board of Trustees, a motion to adjourn the meeting was made by Trustee Leno at 3:55 p.m. The motion was seconded by Trustee Anderson. On a voice vote, the motion was passed unanimously.

Respectfully submitted,

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Rosanna Furman  
Recording Secretary

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Greg Kuhs, Chairman

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John Bealer, Secretary