
NORTHEAST DUPAGE SPECIAL RECREATION ASSOCIATION



BOARD OF TRUSTEES MEETING MINUTES

Wednesday, November 9, 2011

1. Call to Order: 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
Mark McKinnon, Addison Park District
Steve Cherveney, Bensenville Park District
Larry Reiner, 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
John Bealer, Village of Schiller Park
Greg Gola, Village of Villa Park
Greg Kuhs, Wood Dale Park District

Members Absent
None

Staff & Guests
Jeena Greenwalt, Executive Director
Rosanna Furman, Recording Secretary
Staff: Susan Balling, Lisa Deets and Karen Lesniak
Legal Counsel: Heidi A. Katz

2. Approval of Minutes, October 5, 2011:

Chairman Kuhs asked if there were any questions regarding the minutes from the October 5, 2011, Board of Trustees meeting. Trustee Leno made a motion to approve the minutes from the October 5, 2011, Board of Trustees meeting. Trustee Barron seconded the motion. On a voice vote, the motion was passed unanimously.

3. Comments and Communications:

There were no comments or communications.

4. Introduction of Guests and Staff:

Chairman Kuhs introduced Heidi A. Katz with the firm Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. Her appointment as NEDSRA's new legal counsel is on today's agenda. Chairman Kuhs asked everyone to introduce themselves to Attorney Katz.

5. Financial Report:

- a. NEDSRA Consolidated Financial Report – October 15, 2011

Chairman Kuhs asked if there were any questions regarding the financial report ending October 15, 2011. There being no questions or comments, Trustee Leno motioned to approve the October 15, 2011, Consolidated 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 – October 2011

Chairman Kuhs referred to the claims list presented for October 2011, which included checks #43550 to #43581, interim checks #43523 to #43549 and transfers totaling \$111,256.27

Chairman Kuhs asked if there were any questions or comments. There being no questions or comments, Trustee Leno motioned to approve the disbursements of October 2011 as presented. Trustee Sullivan seconded the motion. On a roll call vote, the motion was passed unanimously.

7. Chairman of the Board Comments:

a. 2012 Board Meeting Dates

There was discussion regarding the work that is still necessary to finalize the Funding Formula, and review of the Articles of Agreement and Personnel Policies. Director Greenwalt indicated that December's meeting will be short due to the Holiday Party, but could have a meeting in January 2012. The Board Members concurred that a meeting in January 2012 would be most advantageous. As a result, a Board of Trustees meeting for January 11, 2012, at 1:30 p.m., will be held.

8. Committee Reports

Trustee Leno reported that the Ad-Hoc Legal Committee conducted three (3) interviews from the four Requests for Qualifications that were received. The three firms that were interviewed include, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Bond, Dickson & Associates, P.C.; and Brooks, Tarulis & Tibble, LLC. As reported earlier, Trustee Leno indicated that Heidi A. Katz from Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd., will be appointed as NEDSRA's new legal counsel. Trustee Leno thanked the Trustees who were able to participate in the interview process.

9. Director's Report:

a. ***Administrative Report***

Fund Development - Director Lesniak provided a report on the 2011 Golf Classic for the Board to review. In addition, the number of golfers was anticipated to be 236, however only 213 participated. Despite these setbacks, the net revenue was still ahead by \$22,743 and 14 new sponsors were acquired. Director Lesniak will be meeting with the Roesch family to confirm their commitment to the golf event as their contribution has dwindled in the past few years. Trustee Reiner reported that the Roesch's lost over \$5 million as a result of the economy and the affects it has had on the auto industry.

Recreation - Superintendent Deets reported that the invitations for the Holiday Gathering were mailed out to all the Board Members. She asked that all RSVP's be returned as soon as possible, so that attendance can be provided to Medinah.

A slideshow was provided to the Board, which displayed some of the camaraderie between NEDSRA and the Chicago Area Tandem Society. NEDSRA has teamed up with this organization, which provides bicycling events for participants with visual impairments. Superintendent Deets remarked that this organization plans bike routes and assigns riders, compile the slideshow, as well as cultivate new volunteers and train "captain riders".

The Board was provided an opportunity to view a national television commercial, which aired during the McGladrey Classic PGA Golf Tournament in October. Two of NEDSRA's participants, Ted Callahan and

Gary Anderson, were included in the commercial which was watched by millions of viewers.
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Administration - Director Greenwalt indicated that she is excited about the new appointment of Heidi A. Katz as legal counsel. Attorney Katz has experience in working with other SRAs. In addition, a new Accountant who will be conducting NEDSRA's business and accounting functions, has been acquired through Lauterbach & Amen, LLP.

Director Greenwalt reported to the Board that projections in health care increase are 8% to 9% for this coming fiscal year. NEDSRA will be reviewing staff's contribution rates that will take effect May 1, 2011.

Director Greenwalt thanked Trustee McKinnon for his assistance with the HVAC project that is now underway.

Director Greenwalt announced that Assistant Director Susan Balling had turned in her resignation. Her last day will be January 19, 2012. As a result, Director Greenwalt indicated that she would be preparing a transition plan and proposing her suggestions to the Board at a Personnel Committee meeting.

Chairman Kuhs thanked Susan Balling on behalf of the NEDSRA Board for her 34 years of service and commitment to the association.

10. Unfinished Business

a. Funding Formula

1) Three-Year Expense Projection

Director Greenwalt provided the Board with potential funding options (A through F) for consideration and review. In addition, she provided a three-year expense projection. These options included variables to the CPI and EAV rates for comparison. There was much discussion regarding which option was best for each district, however no option was best for all districts. While one funding formula may be advantageous to one district, it would be costly to another. Trustee Leno indicated that she preferred they determine a new funding formula that they could stick with, while other Trustees felt it may be necessary to revisit the funding formula in a few years.

Attorney Katz indicated that by establishing a fixed base amount, there will be some slippage in equity over the years. She felt that the dynamics would require the Board to review this again.

Trustee Friedrichs asked about the status of the state grant. Trustee Reiner indicated that, so far, NEDSRA still has a line item in the 2012 state budget. The money is funneled through DCEO via a survey instrument (application process). Once the survey is completed and accepted, the funds are established to be released, which can take time. The survey instrument has not been released as of yet, but by getting the state to see that NEDSRA is a priority, we may get them to kick out the survey sooner than later. Trustee Friedrichs asked Trustee Reiner if he could assist Director Greenwalt with this process. Trustee Reiner indicated that he could.

No vote was taken at this time. The Board asked Director Greenwalt to provide additional funding formulas for them to consider at a future Board meeting.

11. New Business

a. Illinois Association of Park Districts Credentials Certificate

The Illinois Association of Park Districts requests that each member of the IAPD designate a representative for all of their association meetings and conferences. This will ensure that our membership has a voice in the

association. A Credentials Certificate will be signed and mailed to IAPD indicating that Chairman Greg Kuhs has been appointed as the Delegate and Larry Reiner as the Alternate.

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Chairman Kuhs asked if there were any questions or comments regarding the IAPD 2011 Credentials. There being no questions or comments, Chairman Kuhs asked for a motion to appoint Delegate Greg Kuhs and Alternate Larry Reiner. Trustee Cherveney made a motion to approve the appointment to IAPD, seconded by Trustee Sullivan. On a voice vote the motion passed unanimously.

b. Appointment of NEDSRA Legal Counsel

Director Greenwalt reported that based on the interviews conducted for legal services that took place on October 25, 2011, the firm Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. were selected. The retainer charge of \$75 per month, an hourly rate of \$200 for legal services and \$110 for paralegal work was secured. Chairman Kuhs asked for a motion. Trustee Reiner made a motion to appoint Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. to serve as NEDSRA's legal counsel in accordance with the services outline in the Request for Qualifications for a monthly retainer of \$75 and an hourly rate of \$200 for attorneys and \$110 per hour for paralegal work. Trustee Leno seconded the motion. On a voice vote, the motion was passed unanimously.

c. Resolution #01-11-11 – Steven Steinberg

Director Greenwalt indicated that a resolution for Steven Steinberg's years of service was prepared in his honor.

Chairman Kuhs asked for a motion to approve Resolution #01-11-11 – Steven Steinberg. Trustee Reiner made a motion to approve Resolution #01-11-11 for Steven Steinberg. Trustee Connolly seconded the motion. On a voice vote, the motion was passed with 10 ayes and one nay from Trustee Leno.

d. Resolution #02-11-11 – Steven Bloomberg

Director Greenwalt indicated that a resolution for Steven Bloomberg's years of service was prepared in his honor.

Chairman Kuhs asked for a motion to approve Resolution #02-11-11 – Steven Bloomberg. Trustee Connolly made a motion to approve Resolution #02-11-11 for Steven Bloomberg. Trustee Reiner seconded the motion. On a voice vote, the motion was passed unanimously.

e. Resolution #03-11-11 – Appointment of Pension Trustee

Director Greenwalt reported that former Business Manager Steven Steinberg had been listed as a pension trustee. Appointed and authorized pension trustees are required to approve any needed changes to the plan. As a result of the change, Director Greenwalt would like to appoint Superintendent Lisa Deets as an authorized pension trustee for NEDSRA's money purchase pension plan. Director Greenwalt will continue to serve as a pension trustee.

Chairman Kuhs asked for a motion. Trustee Friedrichs made a motion to appoint Lisa Deets and continue the appointment of Jeena Greenwalt, as the authorized NEDSRA representatives/trustees to the NEDSRA pension plan, and to approve the required formal resolution attached, including the execution of all required documents to implement the amendment to the plan. Trustee Reiner seconded the motion. On a roll call vote, the motion was passed unanimously.

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f. Bank Signature Authorization

Director Greenwalt indicated that due to the transition of NEDSRA's accounting services, Steven Steinberg will be removed from all accounts and investment instruments. Trustee McKinnon will be added to the list of authorized bank signatories.

With the resignation of Assistant Director Susan Balling, her name will be removed from the list of authorized bank signatories.

Chairman Kuhs asked for a motion. Trustee Friedrichs moved to approve Jeena Greenwalt, Greg Kuhs, and Mark McKinnon as signatories on NEDSRA's bank accounts and investment instruments and authorize Jeena Greenwalt and NEDSRA staff to complete the appropriate documentation as necessary. Trustee Sullivan seconded the motion. On a roll call vote the motion passed unanimously.

12. Adjournment – There being no further business before the Board of Trustees, a motion to adjourn the meeting was made by Trustee Sullivan at 3:14 p.m. The motion was seconded by Trustee Barron. On a voice vote, the motion was passed unanimously.

Respectfully Submitted,

Rosanna Furman, Recording Secretary

Greg Kuhs, Chairman

Mark McKinnon, Secretary