

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT NWSRA ADMINISTRATIVE OFFICES AT
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 27 DAY OF SEPTEMBER 2023 AT 10:30 A.M.**

Chairman Ferraro called the meeting to order at 10:50 a.m. Administrative Manager Vasalos took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Erika Strojinc, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Bob O'Brien, Hanover Park 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; Jeff Janda, Streamwood Park District and Jan Buchs, Wheeling Park District

Absent: Rita Fletcher, Robert Dowling, Tony LaFrener and Jay Morgan

Also present: Tracey Crawford, Executive Director; Tom Draper, Superintendent of Communications and Marketing; Megan O'Brien, Foundation Coordinator; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Gazmend Meni, Superintendent of Finance; Diana Gallegos, Intern; Katrina Zabat, Sydney Csoka, Recreation Specialists; Kelly Suchodolski; Chavonna Pirani, Accounting Clerk; Victoria Gonzalez, Manager of Inclusion; Steve Adams (Attorney) and Jessica Vasalos, Administrative Manager.

Introduction of Guests

Chairman Ferraro introduced the guests and their perspective Superintendents each gave a brief introduction.

Public Comment

None

Approval of Agenda

Chairman Ferraro asked for a motion to approve the agenda dated September 27, 2023. Director Janda made the motion and Director O'Brien seconded the motion to approve the agenda dated September 27, 2023. Upon voice vote the motion was carried.

Approval of Consent Agenda

Chairman Ferraro called for a motion to approve the Consent Agenda of September 27, 2023. Director Fahnstrom made the motion and Director Buchs seconded the motion to approve the amended Consent Agenda dated September 27, 2023, as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Erika Strojinc, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jeff Janda and Jan Buchs

NAY: None

The motion carried.

Correspondence

None

Staff Reports

Program Report

Superintendent Hubsch shared information from the overnight trips in Boston. She explained how these types of trips give well needed respite to our parents. These trips allow participants learn social skills and money management skills. They visited the Freedom Tail, Whale Watched, Threw Tea, and enjoyed Fenway park.

Marketing and PR Report/Outreach

Superintendent Draper reviewed the collaboration with high schools and informed the schools that NWSRA is looking for staff to join our team. D214 was the first to respond and NWSRA was able to host 14 High School interns during the past year. NWSRA was recognized for this outreach. Spoke with D211 to hopefully expand these opportunities. He also highlighted the Korean Disability Advocacy visit. He will review the town hall and facility survey later in the meeting. Highlighted to Ring Central phone systems. Completed the RM programming space network refresh.

SLSF

Foundation Coordinator O'Brien reported that all golf outings are complete and brought in about \$12,000 over budget. Staff are currently working on the Celebrate Ability Gala working with committees to put the final touches on this event.

Director's Report

Executive Director Crawford updated the Board regarding a possible collaboration with Little City for after school programming and senior programming for the upper age groups. Little City is looking to rebuild the Palatine campus and will house older people as well as teens. Jessica Smart is the new CEO at Clearbrook. The commitment to the collaboration has been reborn and the new leadership is bringing back former staff back to Clearbrook. Looking at doing a legislative forum for SRA's. Hopefully hosted at one of your districts. Spoke with Jason and Bret...they understand that we need to have a clearer direction on laws that affect park districts and name SRA's as well. Steve spoke about the legislative forum to be able to draw conclusions about legislation that is passed and how and if they affect SRA's. Director Talsma offered to host the forum. Director Crawford also reminded the Board to participate in the Audit Acceptance survey as well as the Health and Merit survey.

Superintendent Negrillo arrived.

Old Business

2024 Member District Annual Assessment

Executive Director Crawford stated that NWSRA has received 16 ratified resolutions approving the MDAA for FY2024. Chairman Ferraro called for a motion to approve the 2024 Member District Annual Assessment. Director Clark made the motion and Director Janda seconded the motion to approve the MDAA as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Erika Strojinc, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jeff Janda and Jan Buchs

NAY: None

The motion carried

New Business

Surplus Ordinance O2023-1

Superintendent Draper reviewed the Surplus Ordinance with the Board. The Board would like the value lowered to 0.00 since the phones do not have any monetary value. Superintendent Draper asked for a motion to approve Surplus Ordinance O2023-1 with the suggested adjustment. Director Clark made the motion to approve Surplus Ordinance O2023-1 and Director Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Erika Strojinc, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jeff Janda and Jan Buchs

NAY: None

The motion carried

Other

Finance Committee Update

Director Talsma made the recommendation and asked for a motion to not reallocate funds for FY2023, based off the FY2022 Audit. Director Clark made the motion to not reallocate funds and Director Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Erika Strojinc, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jeff Janda and Jan Buchs

NAY: None

The motion carried.

Mike Clark left at 11:24 am

Remote Participation

Executive Director Crawford informed the Board that a Member District would like the opportunity to participate in meetings that require the Board or Committee members virtually. The Board suggested updating the policy to include virtual options for participation. Member districts will send samples of the remote participation policies.

Information/Action Item

Town Hall

During this time the Administrative Team and Executive Director Crawford reviewed the agenda and founded the Town Hall. John McGovern presented the ADA transition plan and explained with Park Districts should participate in this plan. Director Crawford reviewed the findings of the survey and the status of the transition plan with the items completed.

Superintendent Negrillo arrived at 11:28 am.

Environmental Scorecard

Superintendent Negrillo reviewed the Environmental Score Card with the Board and reported that NWSRA did very well.

Inclusion Services Update

Superintendent Griffin updated the board on the status of Inclusion requests that are coming in as well as the tiered approach for inclusion placements. She wants the Board to be aware of the budget for inclusion and where we are falling with the budget. Manager of Inclusion Gonzalez explained how she came up with the budget PYE and highlighted the shortfalls due to the large increase of inclusion requests. Director Crawford explained that requests are back, if not stronger in inclusion requests than from 2019. Not every person needs an aide. Instead of staff just assigning an aide, we will complete an assessment to assign them in tiered system so we can ensure that the higher tiered participants have support that is truly needed. She asked for the Board to support this decision. Director Talsma asked what the starting pay is for an Inclusion Aide? Superintendent Negrillo responded that as of right now salary is 16.50 up to 25.00, with most aides making 18.00. Director Crawford reminded the districts that they can bill back to NWSRA for the expenses for that placement.

Closed Session

At 11:35 am Chairman Ferraro asked for a motion to adjourn into closed session to review Pending or Imminent Litigation 5ILCS 120/2(c)(11). Director Janda made the motion and Director Romejko seconded the motion to adjourn into closed session to review Pending or Imminent Litigation 5ILCS 120/2(c)(11). Ferraro requested a motion to return to open session at 12:05 pm. Director Fullerton made the motion and Director Janda seconded the motion to return to open session. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Erika Strojinc, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jeff Janda and Jan Buchs

NAY: None

The motion carried.

Adjournment

After no further business, Chairman Ferraro called for a motion to adjourn. Director Fullerton made the motion and Director Fahnstrom seconded the motion to adjourn the September 27, 2023, meeting at 12:10 pm. Upon voice vote the motion was carried.



Secretary