

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA VIRTUAL BOARD MEETING,**

<https://zoom.us/j/656381901>.

**Call in number: 1(312) 626-6799, Meeting ID: 539 282 552
ON THE 15th DAY OF APRIL, 2020 AT 10:30 A.M.**

Chairman Risinger called the meeting to order at 10:30 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights; Rita Fletcher, Bartlett Park District; Ryan Risinger, 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 Romjeko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jan Buchs, Wheeling Park District

Absent: Robert Dowling

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Cathy Splett, Superintendent of Development; and Jessica Vasalos, Administrative Manager as recording secretary.

Approval of Agenda

Chairman Risinger asked for a motion to approve the agenda dated April 15, 2020. Trustee Fahnstrom made the motion and Trustee O'Brien seconded the motion. Upon voice vote, the motion was carried.

Jeff Janda arrived via zoom at 10:36 a.m.

Approval of Minutes

Chairman Risinger asked for a motion to approve the Minutes dated March 25, 2020. Trustee Clark made the motion and Trustee Fullerton seconded the motion. Upon voice vote, the motion was carried.

New Business

Emergency Board Meetings

Executive Director Crawford informed the Board that staff continues to comply with the Stay at Home order that was placed on the State of Illinois, by Governor Pritzker. Director Crawford outlined the addition of Emergency Board Meetings on April 29, 2020 and May 13, 2020 at 10:30 am via Zoom Electronic Conference calling. The Purpose of these meetings will be to present the COVID-19 updates and discuss remained staff. The regularly scheduled Board Meeting will still take place on May 27, 2020 at 10:30 am via Zoom.

Executive Director Crawford asked for a motion to approve the Wednesday, April 29 and Wednesday, May 13, Emergency Board Meetings to present COVID-19 updates and discuss the remaining staff. Trustee O'Brien made the motions and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Jeff Janda, Jan Buchs.

NAY: None

NWSRA COVID-19

Executive Director Crawford and Superintendent Selders presented to the Board all programs and services the staff have conducted since the Stay at Home order had been put into place by Governor Pritzker. This presentation included discussions regarding: COVID-19 Response Timeline to date, Staff layoffs, NWSRA Coronavirus Center for participants and families, NWSRA Activity Center, NWSRA Virtual Programming, Clearbrook partnership, Current workload for remaining staff during COVID-19 Stay at Home Order, NWSRA revenue loss to date, SLSF event changes and initiatives, NWSRA Board COVID-19 site and correspondence with Legislators. Executive Director Crawford also informed the Board that staff have been looking into the CARES Act to see if NWSRA or SLSF would qualify for any funds. Trustee Talsma and Trustee LaFrenere asked NWSRA staff to look into the Advance Payment of Employer Credits program that is in the CARES Act. Trustee Talsma also asked staff to include IMRF costs into the Full Time salary expenses for the next meeting.

Some discussion was had regarding sustaining virtual programs and the ability to charge for those programs. Staff will formulate a plan and present their findings to the Board at the May 27, 2020 Board Meeting.

Chairman Risinger asked for a motion to approve the payment of the remaining 41 staff (16.75% of the total staff) with salaries and benefits to continue to work remotely and offer the identified programs and services until Wednesday, April 29, 2020. Trustee Janda made the motions and Trustee Fahnstrom seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Jeff Janda, Jan Buchs.

NAY: None

Adjournment

After no further business, Chairman Risinger called for a motion to adjourn. Trustee Clark made the motion and Trustee Janda seconded the motion to adjourn the April 15, 2020, Emergency Board meeting at 11:49 a.m. Upon voice vote, the motion carried.


Secretary