

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT CHANDLERS BANQUETS
ON THE 8TH DAY of DECEMBER 2021 AT 10:30 A.M.**

Chairman Fahnstrom called the meeting to order at 10:34 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Craig Talsma, Hoffman Estates 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; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District; Steve Muenz, Streamwood Park District;

Absent: Bob O'Brien, Jim Jarog, Robert Dowling

Jan Buchs arrived at 10:37 am

Mike Clark arrived at 10:47 am

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Miranda Woodard, Accounting Manager and Jessica Vasalos, Administrative Manager as recording secretary.

Introduction of Guests

None

Public Comment

None

Approval of Agenda

Chairman Fahnstrom asked for a motion to approve the agenda dated December 8, 2021. Trustee Muenz made the motion and Trustee Risinger seconded the motion. Upon voice vote, the motion was carried.

Approval of Consent Agenda

Chairman Fahnstrom called for a motion to approve the Consent Agenda of December 8, 2021 with the correction that the ADA Compliance Project listed under Mount Prospect Park District for Burning Bush is actually for River Trails Park District. Trustee Fullerton made the motion and Trustee LaFrener seconded the motion to approve the Consent Agenda dated December 8, 2021. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Correspondence

None

Staff Reports

None

Old Business

Approval of the Budget

Chairman Fahnstrom asked for a motion to approve the budget as presented. Trustee Talsma informed the board of the Executive Team discussion to approve a tentative budget in order to allow staff time to review budget numbers and finalize projected yearend figures as well as have figures for any expenses that are a carryover from 2021. Trustee LaFrenere asked for more clarification on specific line items, to which Trustee Talsma responded. Trustee Fletcher asked why wait to approve the budget? Will it give staff enough time to put in all numbers? She also remarked that similar to all member districts there are expenses that will hit the books after the year ends. Trustee Talsma explained that starting the year with missing items from the budget or carryover items will be very large ticket items. Trustee Talsma made the motion to approve the proposed tentative budget. Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

New Business

Installation of Officers

Chairman Fahnstrom asked for a motion to approve the installation of officers as of January 1, 2022. Chairman of the Board Christina Ferraro, Vice Chairman Craig Talsma, Organizational Treasurer, Kevin Romejko and Personnel Committee Chairman Bob O'Brien. Trustee Risinger made the motion and Trustee Fletcher seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Recognition of Board Members

Trustee Ferraro, on behalf of the Board, NWSRA, and staff, thanked Chairman Fahnstrom for his outstanding accomplishments and dedication as Chairman of the NWSRA Board of Trustees during FY2021.

Bank Signature Cards

Superintendent Negrillo presented the updated signature cards for Board approval. The signature cards are being updated to remove Cathy Splett and Brian Selders and update them to include the new Administrative Team members Anne Kiwala and Tom Draper. Chairman Fahnstrom called for a motion to approve Resolution R2021-3 signature cards. Trustee Risinger made the motion and Trustee Fletcher seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Resolution R2021-4 Destruction of Certain Verbatim Recordings of Closed Session Minutes

Chairman Fahnstrom called for a motion to approve Resolution R2021-4 Destruction of Certain Verbatim Recordings of Closed Session Minutes. Trustee Talsma made the motion and Trustee Fullerton seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Approval of Legal Counsel

Chairman Fahnstrom asked for a motion to approve NWSRA Legal Counsel of Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. – Steve Adams. Trustee Talsma made the motion to approve legal counsel and Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

Abstain: Rita Fletcher and Jan Buchs

NAY: None

The motion carried.

Appointment of Executive Director

Chairman Fahnstrom asked for a motion to approve Tracey Crawford as Executive Director. Trustee Risinger made the motion to approve Tracey Crawford as Executive Director. Trustee Talsma seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Mission, Vision and Values

Tabled til January 2022.

Approval of Bus Bid

Superintendent Negrillo reviewed her proposed of the bus bids and recommended that the Board approve the bid with Best Bus Sales. Trustee Talsma asked for further clarification on bus differences. After further clarification, Chairman Fahnstrom asked for a motion to approve the vehicle bid from Best Bus Sales for two 14-passenger accessible buses at \$89,400 each for a total budget impact of and price not to exceed \$178,800 as well as a motion to approve the vehicle bid from Best Bus Sales for one 13-passenger accessible mini-bus, price not to exceed \$84,100. Trustee Talsma made the motion to approve the purchases of the buses outlined. Trustee Buchs seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Other

Chairman Fahnstrom informed the Board that Tracey Crawford celebrated her 10th year as NWSRA Executive Director and read a congratulatory letter outlining her years with NWSRA.

Informational/Action Items

Accident/Injury Summary 2021

Superintendent Negrillo reported no major injuries for full-time employees in 2021, but the incident are going up as we start to return to programs. Vehicle incidents have increased due to not driving during COVID.

Closed Session

Chairman Fahnstrom asked for a motion to move into closed session at 11:05 am. Trustee Fullerton made the motion and Trustee Risinger seconded the motion. Upon voice vote, the motion was carried.

Chairman Fahnstrom made a motion to reconvene into open session at 11:48 a.m. Trustee Fullerton made the motion and Trustee Risinger seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Action as a result of Closed Session

Chairman Fahnstrom asked for a motion to approve Resolution R2021-5 as presented. Trustee Clark made the motion and Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Adjournment

After no further business, Chairman Fahnstrom called for a motion to adjourn. Trustee Talsma made the motion and Trustee Clark seconded the motion to adjourn the December 8, 2021 meeting at 11:49 a.m. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Ben Curcio, Craig Talsma, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.


Secretary