

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF  
THE NORTHWEST SPECIAL RECREATION ASSOCIATION  
HELD AT THE NWSRA ADMINISTRATIVE OFFICES  
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL  
ON THE 20<sup>TH</sup> DAY OF SEPTEMBER, 2017 AT 10:30 A.M.**

Chairman LaFrenere called the meeting to order at 10:32 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Rick Hanetho, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Rick Wulbecker, Hanover Park Park District; Dean Bostrom, Hoffman Estates Park District; Mike Clark, Palatine Park District; Julie Caperusso, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Amy Charlesworth, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, South Barrington Park District; and Dennis Stein, Streamwood Park District.

Also present: Tracey Crawford, Executive Director; Jayne Finger, Andrea Griffin and Rachel Hubsch (incoming) Superintendents of Recreation; Nanette Sowa, Superintendent of Development; Brian Selders, Superintendent of Communication and IT; Trisha Breitlow, Superintendent of Administrative Services; Miranda Woodard, Accounting Manager; Mary Therese Bonaguro, Program Specialist, Courtney Kaminsky, Intern; Karyn Emeraldal, Graphic Communications Coordinator; and Jessica Vasalos, Administrative Coordinator as recording secretary.

Introduction of Guests

Jayne Finger, Superintendent of Recreation, introduced Mary Therese Bonaguro, Program Specialist and Courtney Kaminsky, Intern. Brian Selders, Superintendent of Communications and IT introduced Karyn Emeraldal, Graphic Communications Coordinator. Executive Director Crawford announced that Rachel Hubsch is the new Superintendent of Recreation to replace Jayne Finger.

Public Comment

None

Agenda

Chairman LaFrenere asked for a motion to approve the agenda dated September 20, 2017. Trustee Clark made the motion and Trustee Stein seconded the motion to approve the agenda dated September 20, 2017.

Approval of Consent Agenda

Chairman LaFrenere asked for a motion to approve the Consent Agenda of September 20, 2017. Trustee Stein made the motion and Trustee Morgan seconded the motion to approve the Consent Agenda dated September 20, 2017. Upon roll being called the vote was as follows:

AYA: Rick Hanetho, Rita Fletcher, Ryan Risinger, Rick Wulbecker, Dean Bostrom, Mike Clark, Julie Caperusso, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrenere, Jay Morgan, Dennis Stein

NAY: None

The motion carried.

### Correspondence

#### Written

Executive Director Crawford informed the Board that NWSRA received a thank you letter from Kim at Bartlett Park District for running the bus lift and tie down training delivered by Barb. A thank you from Steve Cohn for the scholarship for his daughter to attend summer camp. A letter from State Senator Durbin's office sending regrets he couldn't attend the Hanover Park open house but he sent a letter congratulating NWSRA and a letter of congratulations from State Senator Murphy.

Due to SLSF Staff efforts, NWSRA received approval for a generous grant from the Wheaton Franciscan Sisters Ministry Fund to start PURSUIT 3. In 2018, the music room and computer room will be revamped with state-of-the-art equipment. This grant has made the possibility of a Snoezelen room at Hanover Park sooner rather than later. The parents of the Hanover Park PURSUIT program want to start a "Go Fund Me" page to help in the fund raising efforts. NWSRA sent invitations to River Trails, Mt. Prospect, Prospect Heights, Wheeling and Buffalo Grove to join Tracey, Cathy and Andrea for lunch with Tony, the Executive Director of Clearbrook, and Sheila, second-in-command, and start talking about programming space for a PURSUIT 3 location and a breakdown of the funds.

#### Oral

None

### Staff Reports

Superintendent Finger reported to the Board that NWSRA recently collaborated with Illinois Spina Bifida Association to offer an adaptive tennis clinic. Michael Rusin and Lauren Jevany attended a 6-hour adaptive wheelchair tennis workshop in Arlington Heights offered by the US Tennis Association. There were nine participants and siblings in the clinic that was held on September 16 at the Hanover Park Park District.

### Marketing & Communication Report

Superintendent Selders handed out pamphlets and informed the Board that Greg Fenton, DHS Director of Developmental Disabilities, presented at the Rolling Meadows auditorium. NWSRA partnered with Connect to Community for this evening of advocacy. Pamphlets were distributed which allowed families to have access to more information and answers to questions. The event was videotaped, and Director Fenton's Power Point presentation can be accessed on the NWSRA website. NWSRA gave email addresses of people at DHS to families in case they have additional questions. Executive Director Crawford noted that Director Fenton's presentation stated that 20,000 families are on the waiting list for services.

NWSRA is in the midst of SLSF promotions. Staff are redesigning the brochure and created a recruitment video that is on social media. Staff are also looking at options to get it on TV stations. Superintendent Selders has sent welcome packets to more than

100 new families. Staff members have attended 21 expos. NWSRA staff have made more than 1500 impressions this year and have created a lot of new partnerships. Trustee LaFranere commented that staff are doing a great job on the brochure.

### SLSF Updates

Superintendent Sowa thanked the Board for approving SLSF to hire an Events Coordinator. Arlington Classic took place on September 14, and raised just over \$27,000. Celebrate Ability Gala will take place on November 3. The Holiday Luncheon will be on December 13. This is a casual event where staff get together and say thank you.

### Director Update

Executive Director Crawford informed the Board that she has been asked to be the keynote speaker for the Michigan TR Institute next week. She will be talking about inclusion and then travel to NRPA. Director Crawford was to travel to the ATRA conference but due to the hurricane that conference was canceled. Director Crawford is a part of the higher education task force which is considering making the entry level Recreation Specialist a Masters level program. Director Crawford is planning on conducting focus groups in Illinois and going to the ILTRA State Conference to get educators' input. It's critical for us to have a voice at that table. Director Crawford is doing her best to make sure that everyone who has a CTRS in Illinois has a vote.

Executive Director Crawford also announced that she is the newest board member for the American Academy for Park and Recreation Professionals.

### Old Business

#### Approval of 2018 Assessments

Executive Director Crawford reported that NWSRA received 15 member district assessments, approving the annual assessment amounts. Executive Director Crawford asked for a motion to approve the 2018 Member District Annual Assessments as presented.

Trustee Fahnstrom made the motioned and Trustee Stein seconded the motion to approve the 2018 Assessments. Upon roll being called the vote was as follows:

AYA: Rick Hanetho, Rita Fletcher, Ryan Risinger, Rick Wulbecker, Dean Bostrom, Mike Clark, Julie Caperusso, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrener, Jay Morgan, Dennis Stein

NAY: None

The motion carried.

### New Business

#### Bus Purchase Bid

Superintendent Breitlow reported to the Board that NWSRA has on the replacement schedule a 14-passenger accessible vehicle. Summary of bids are in the Board packets. Best Bus Sales has the best construction and warranty.

Chairman LaFrene asked for a motion to approve the bid as presented. Trustee Charlesworth made the motion and Trustee Risinger seconded the motion to approve the purchase. Upon roll being called the vote was as follows:

AYA: Rick Hanetho, Rita Fletcher, Ryan Risinger, Rick Wulbecker, Dean Bostrom, Mike Clark, Julie Caperusso, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrene, Jay Morgan, Dennis Stein

NAY: None

The motion carried.

#### Surplus Ordinance

Superintendent Breitlow reported that one of the NWSRA vehicles, also on the replacement schedule for selling this year, is a 2003 vehicle with 110,000 miles. Superintendent Selders reported that the printer was donated so it doesn't qualify for our service contract. It would be more expensive for us to keep it.

Chairman LaFrene asked for a motion to approve the bid as presented. Trustee Stein made the motion. Trustee Risinger seconded the motion. Upon roll being called the vote was as follows:

AYA: Rick Hanetho, Rita Fletcher, Ryan Risinger, Rick Wulbecker, Dean Bostrom, Mike Clark, Julie Caperusso, Bret Fahnstrom, Amy Charlesworth, Diane Hilgers, Tony LaFrene, Jay Morgan, Dennis Stein

NAY: None

The motion carried.

#### Information/Action Items

Executive Director Crawford reported that Vernon Township (a special taxing district) approached Trustee Risinger about wanting to serve the disabled populated in unincorporated areas in Buffalo Grove, Wheeling, Vernon Hills and Long Grove. Director Crawford will work with staff to estimate costs. There is some crossover, except for Long Grove – they are not currently covered. One possibility for these areas is a pay-as-you-go plan, whereby the participants pay 100% and Vernon Township would pay a 50% additional cost or other determined amount based on population. The Board requested that they receive more specific information, i.e. the population of areas that are not served by another park district that is within an SRA. Executive Director Crawford will follow up and call Vernon Township with that request.

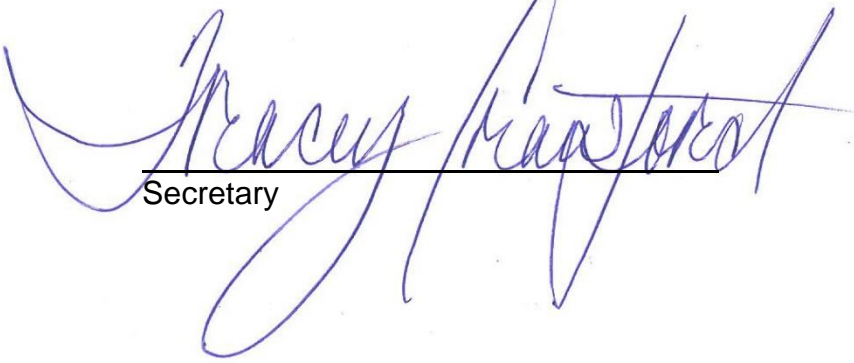
Trustee Risinger asked if a reciprocal agreement exists regarding member district staff benefits. Director Crawford is not aware but will look to update the Board at the next meeting.

#### Closed Session

None

Adjournment

After no further business, Chairman LaFrener asked for a motion to adjourn. Trustee Stein made the motion and Trustee Bostrom seconded the motion to adjourn the September 20, 2017 meeting at 11:25 am. Upon voice vote the motion carried.

A handwritten signature in blue ink, appearing to read "Tracy Bostrom", written over a horizontal line. The signature is highly stylized and cursive.

Secretary