

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
NORTHWEST SPECIAL RECREATION ASSOCIATION  
HELD AT PARK CENTRAL  
3000 CENTRAL ROAD, ROLLING MEADOWS, IL  
ON THE 25<sup>th</sup> OF MAY 24, 2023, at 10:31 am**

Chairman Ferraro called the meeting to order at 10:31 a.m. Administrative Manager, Jessica Vasalos took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Ryan Risinger, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Nicole Cox, Hanover Park 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; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, South Barrington Park District; Steve Muenz, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Rita Fletcher, Craig Talsma, Robert Dowling, Kevin Romejko

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Tom Draper, Superintendent of Marketing and Communications; Rachel Hubsch, Superintendent of Recreation; Anne Kiwala, Superintendent of Development; Marissa Briggerman, Makayla Williams, Alondra Monjaraz, Danielle Cassel, Kaylie Teschner, Bridget Bond, Kayla Officer, Courtney Fecske and Attorney Steve Adams.

Introduction of Guests

Rachel Hubsch and Tom Draper introduced the guests. Each guest gave a brief introduction of themselves.

Public Comment

None

Approval of Agenda

Chairman Ferraro asked for a motion to approve the agenda dated May 24, 2023. Director LaFrenere made the motion and Director Fahnstrom seconded the motion. Upon voice vote, the motion was carried.

Approval of Consent Agenda

Chairman Ferraro called for a motion to approve the Consent Agenda of May 24, 2023. Director Risinger made the motion and Director LaFrenere seconded the motion to approve the Consent Agenda dated May 24, 2023. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Correspondence

None

### Staff Reports

Superintendent Hubsch shared a report regarding the Broadway Buddies production of the Wizard of Oz. She spoke of a participant that had a part in the production and how they were able not only participate in the production but flourished.

### Marketing and PR

Superintendent Draper reported that his department is very busy working on the ROI report. He also reported that Representative Canty visited and toured the pursuit site at Buffalo Grove. KIND conducted a vulnerability scan and NWSRA passed with flying colors. The spring appeal is under way.

### SLSF

Superintendent Kiwala reported that SLSF is currently on track to exceed the budget for the first few outings. She informed the Board that Carl Arthur passed and will be naming a hole in his honor. The Duffer was selected (John Scaletta) and will be honored at the Arlington Heights Golf Outing. The Ride for Autism Speaks has parted ways and will now be partnered with SLSF. The SLSF apparel store is reopening.

### Directors Report

Executive Director Crawford informed the Board of many events happening at NWSRA in the finance department. Attorney Adams will review the contract and let the Board know if there is a Breach of contract and review if there may have repercussions. Director Clark asked for a review of the credits that will occur from the 941 issue.

### Old Business

#### NWSRA Programming Updates

##### Wheeling Park District

Superintendent Kiwala reported that staff have been working with WHPD and the timeline has been moved up with the foundation being poured in the fall and the building being built in the spring.

#### Personnel Committee Update

Executive Director Crawford reviewed the Committee update. She informed the Board that the Code of Conduct has been recrafted and the document will be an addition to the Board Manual. She also informed the Board that the Superintendent of Finance job description has been reviewed and is ready to be published. Director Crawford called for a motion to approve the Code of Conduct as presented. Director LaFrenere made the motion and Director Clark seconded the motion to approve the Code of Conduct as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrenere, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

#### Ratification of M. Woodard agreement

Chairman Ferraro reviewed the agreement with the Board. Chairman Ferraro called for a motion to ratify the Agreement with M. Woodard. Director Fahnstrom made the motion and

Director Risinger seconded the motion to ratify the agreement with M. Woodard. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

#### Governance Task Force Update

Executive Director Crawford and Director Buchs as well as Superintendent Draper and Administrative Manager Vasalos reviewed the status of the task force and the findings that are under consideration. They informed the Board that Attorney Adams will be heading up the legal aspects of the concerns. Attorney Adams updated the Board of the items he has been charged with as well as the other Law Firms that are involved in the Task Force to really get an answer as to "What is an SRA?" and "How is it identified". All information that has been shared between SRA's can be found on the directors site. The Governance Task Force has its own area on the site.

#### MDAA Task Force Update

Director Clark reviewed the summary of the Finance Task Force update of the last meeting. He reviewed the new formula to calculate MDAA Assessments for Member Districts. The new formula is 70/20/10. The change or addition is the 10% is the Inclusion portion. This uses the previous years EAV, Audited Gross Population number and the previous years Inclusion expense actuals. Director Clark called for a motion to approve the formula which will result in a By-Law change. Director LaFrener made the motion and Director Fullerton seconded the motion to approve the new MDAA formula resulting in a By Law change by amendment. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

#### New Business

##### Programming Space Lease

Superintendent Negrillo outlined the changes that were made in the lease for programming space at the Rolling Meadows Community Center. Superintendent Negrillo called for a motion to approve the RMCC Programming Space Lease as presented. Director Fullerton made the motion and Director Fahnstrom seconded the motion to approve the RMCC Programming Space Lease as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

Superintendent Negrillo outlined the changes that were made in the lease for programming space at the Mt. Prospect Community Center. Superintendent Negrillo called for a motion to

approve the Mt. Prospect Programming Space Lease as presented. Director Risinger made the motion and Director Buchs seconded the motion to approve the Mt. Prospect Programming Space Lease as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

#### Recognition of Outgoing Board Member Risinger

Chairman Ferraro read the Proclamation for Director Risinger and presented him with a retirement gift.

#### Informational/Action Items

##### Annual Information Update

Director Crawford informed the Board that the Annual Information Update forms will be sent out to the Board this week. She reminded the Board that they will be verifying the most updated EAV and the Gross Population numbers for their perspective districts.

##### ROI Update

Director Crawford and Superintendent Draper explained explained the ROI report and where the information in the report is obtained. They explained the NWSRA regional approach to programming and what information is in the packet at has individual agency information.

Director Fullerton left the meeting at 11:42 am.

Director Buchs left at 12:00 pm

#### Closed Session

Chairman Ferraro asked for a motion to move into closed session. Director Risinger made the motion and Director LaFrener seconded the motion to move to closed session for the Review of Executive Session minutes. Upon Voice Vote the motion passed.

#### Action as a result of Closed Session

Chairman Ferraro asked for a motion to approve Resolution R2023-1 indicating that no closed session minutes will be released. Director Risinger made the motion and Director Fahnstrom seconded the motion to approve Resolution R2023-1 indicating that no closed session minutes will be released. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz

NAY: None

The motion carried

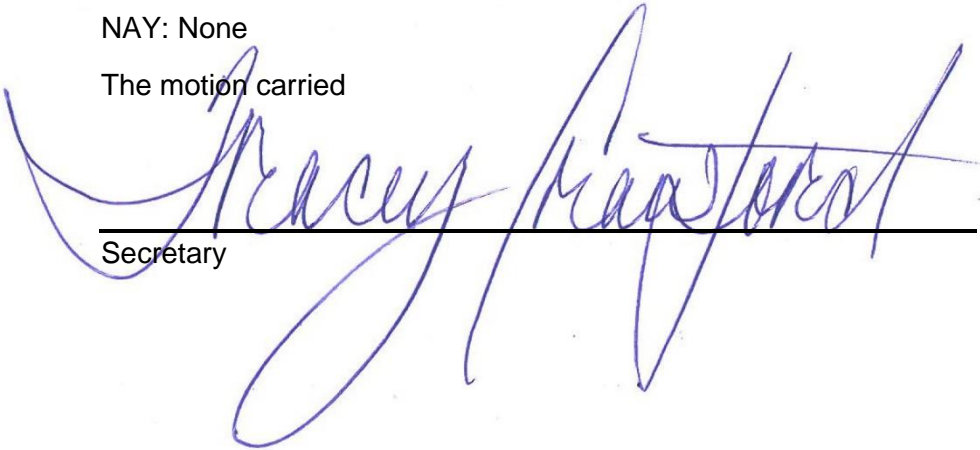
#### Adjournment

After no further business, Chairman Ferraro called for a motion to adjourn. Director Fahnstrom made the motion and Director Risinger seconded the motion to adjourn the May 24, 2023 meeting at 12:07 p.m. Upon roll being called the vote was as follows:

AYA: Ryan Risinger, Ben Curcio, Nicole Cox, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Diane Hilgers, Tony LaFrener, Jay Morgan, Steve Muenz

NAY: None

The motion carried

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

Secretary