**Northern Will County Special Recreation Association**

**Board of Directors Meeting Minutes**

**December 2, 2015**

**1:30 p.m.**

**Call to order**

Kelly Rajzer called the meeting to order at 1:33 p.m.

**Roll Call**

Board Members Present:

Kelly Rajzer, Village of Romeoville

Sue Micklevitz, Lockport Township Park District

**Additions or Revisions**

None

**Approval of Consent Agenda**

All items listed in Section 4 are included in the Consent Agenda by the Board and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the items will be removed from the Consent Agenda.

A. Approval of minutes for October 28, 2015 Meeting

B. Approval of October 31, 2015 Treasurer’s Report

C. Approval of Pay for Action for October, 2015

D. Approval of Final Bills for Action for October 31, 2015

Motion to approve the Consent Agenda as presented by Board Member Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

**Community Comments**

None

**Attorney Report**

None

**Correspondence**

A card from Executive Director Sue Micklevitz, Lockport Township Park District

**Director’s Report**

We profited $6177.80 at our November 7, 2015 Trivia Craze. We are going to open the doors earlier next year to allow for more time to buy raffle tickets, split the square and mingle before starting the trivia.

Kailee Galligan and Executive Director Davis attended the 100+ Women of Will County. The All Breed Dogs Animal Shelter won the nomination and was given $1600.00 for their charity.

The St. Augustine trip went well. Only glitch was out of our control on November 21st when we were delayed due to snow but we all got home safely without incident.

Paula Randall from Ancel, Glink, Diamond, Bush is still in the process of going over the sales agreement between the Village of Romeoville and NWCSRA. We hope to be able to close by the middle of January.

Director Davis met with Steve Gulden from the Village of Romeoville and Davis pointed out a couple of things that needed repaired. The Public Works Employee’s came right over to repair the items discussed.

Our annual Family Holiday Party is Thursday, December 10th. The Board of Directors were encouraged to come out on this night, have some pizza, desserts and mingle with some of our families of NWCSRA.

A new audit proposal was received from Lauterbach & Amen. The Board received a copy in their packet.

The Board received a copy of the 2016 IMRF rates. We went up .24 percent.

We received a $2500 grant from the Walmart Foundation.

Also included in the Board packet was a copy of our health benefits for full time employee’s policy.

**Staff Report**

The Board Members each received and reviewed the staff report.

**Unfinished Business**

None

**New Business**

The Board of Directors was given a new signature sheet to sign off on for Illinois Funds. This had to be done due to the name change of the agency.

Our 14/15 Fiscal Year Audit has been completed so the Board of Directors had to sign off on the report.

Motion to allow the Executive Director Davis to fuel her vehicle up twice a month by Board Member Sue Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

**Announcements**

Board Member Kelly Rajzer announced that the Winter Wonderland & Tree Lighting Ceremony will be held Friday, December 4th from 6-9 p.m. at the Edward Hospital Athletic & Events Center in Romeoville.

Board Member Rajzer is happy to announce that all of her full time staff is back and everyone is happy to have them back and getting back into the swing of things.

Board Member Sue Micklevitz announced that Breakfast with Santa was coming up.

**Executive Session**

None

**Adjournment**

Motion to adjourn the meeting by Board Member Kelly Rajzer and seconded by Board Member Sue Micklevitz.

Roll Call:

Ayes: Kelly Rajzer, Sue Micklevitz

Nays: None

Motion carried.

Meeting adjourned:

2:33 p.m.

**Minutes approved by Northern Will County Special Recreation Association**

**Board of Directors.**

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Board President Date