

**Northern Will County Special Recreation Association
Board of Directors Meeting Minutes
August 23, 2017**

1:30 p.m.

Call to order

Kelly Rajzer called the meeting to order at 1:40 p.m.

Roll Call

Board Members Present:

Kelly Rajzer, Village of Romeoville

Bill Riordan, Lockport Township Park District

Cathy Davis, Executive Director, NWCSRA

Kailee Galligan, Program Coordinator, NWCSRA

Ron Amen, Lauterbach & Amen, LLP

Additions or Revisions

None

Approval of Consent Agenda

Consent Agenda

All items listed in Section 4 are included in the Consent Agenda by the board and will be enacted by 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 July 24, 2017 Board Meeting Minutes
- B. Approval of July 31, Treasurer's Report
- C. Approval of Pay for Action for July, 2017
- D. Approval of Recommended/Final Bills for Action, July 31, 2017
- E. Approval of Recommended Bills for Action through August 17, 2017

Motion to approve consent agenda by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Community Comments

Ron Amen presented the Audit for FY 16/17.

Motion to approve the Audit for FY 16/17 by Board Member Bill Riordan,
seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Attorney Report

None

Correspondence

None

Director's Report

Fundraising:

Included in your packet is the final report for the Funnel Cake Fundraiser at the
Romeo Fest on August 3-6, 2017. The agency brought in over \$3161.34 in profit.

The Queen of Hearts Raffle fundraiser is temporarily on hold until the appropriate
ordinances are in place, then we will revisit.

We will sell both wreathes and poinsettias at the Christmas Crossroads in
Lockport as an additional fundraiser to the ongoing wreath/poinsettia fundraiser
that we offer every year.

Registration Report:

We have seen a slight increase of Romeoville registrations. Comparing
registrations from last year to this year has shown a substantial decrease. We are

working very diligently in replacing programs for the ones that have been cancelled. I met with the staff to encourage them to meet the needs of programming since it is the third largest revenue that NWCSRA depends on to operate.

Networking:

Attended a Romeoville Chamber of Commerce workshop put on by the Illinois Department of Human Services on July 11th at the Mistwood Golf Course.

COSI Institute:

John Mautner presented the year long Cycle of Success Institute which would consist of a one hour meeting every week for one year. The cost was \$3,500 per month. Director Davis told John that she would have to get the board's approval to participate in the institute.

Motion to approve the agency's participation in the Cycle of Success Institute for a year

Roll Call:

Ayes: None

Nays: Kelly Rajzer, Bill Riordan

Motion Lost.

Annual Audit:

Ron Amen from Lauterbach Amen is here to answer any questions that the Board might have about the completion of the FY16/17 audit.

Website Update:

John Staples from Visionary Webworks is in the final stages of revamping our website.

Annual Report:

The Annual Report should be out by September 15th.

Staff Report

Kailee Galligan reviewed the staff report

Unfinished Business

None

New Business

None

Announcements

None

Lockport Township Park District--

- Final Cruising into Lockport for the summer on 8/25
- WWII days – September 9 and 10
- Mother 7 Son Superhero Ball on 9/14
- The Dellwood Park Community Center is coming along
- Not So Scary Hayride 10/15 at Dellwood Park
- Hayride of Horror is every Friday & Saturday during the month of October

Romeoville Recreation Department--

- Romeo Fest was a success
- Fall Program Registration started on 8/21
- Cruising the Square Car & Bike Show on 8/31 and 9/21
- Annual Autumn Colors Craft Show on 10/7
- Party in Pink 10/20
- Halloween Fest on 10/27

Executive Session

Motion to go into Executive Session by Board Member Bill Riordan and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

The board went into Executive Session at 2:50pm to discuss the elimination of a Program Coordinator position.

A. 5 ILCS 120/2 (5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

B. Discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the Park District (5 ILCS 120/2 (c) (1).

C. The setting of a price for sale, purchase or lease of real property (5 ILCS 120/2 (c)(6)

D. Pending, probable or imminent litigation (5 ILCS 120/2 (c) (11)

E. The selection of a person to fill a public office. (5 ILCS 120/2 (c) (3)

Motion to adjourn from Executive Session by Board Member Bill Riordan and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Adjournment

Motion to adjourn the meeting by Board Member Bill Riordan and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

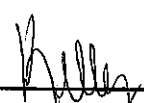
Nays: None

Motion Carried.

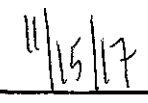
Meeting adjourned:

3:26 pm

**Minutes approved by Northern Will County Special Recreation Association
Board of Directors.**



Board President



Date