

**Northern Will County Special Recreation Association
Board of Directors Meeting Minutes
January 8, 2020**

1:30 p.m.

Call to order

Kelly Rajzer called the meeting to order at 1:36 p.m.

Roll Call

Board Members present:

Kelly Rajzer, Village of Romeoville

Bill Riordan, Lockport Township Park District

Also present were:

Kailee Kordas, Executive Director, NWCSRA

Gina Madden, Attorney

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 November 20, 2019 Board Meeting Minutes

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

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Action Items

A. Approval of November 30, 2019 Treasurer's Report

Motion to approve action item A by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

B. Approval of Pay for Action for November, 2019

Motion to approve action item B by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

C. Approval of Recommended/Final Bills for Action, November 30, 2019

Motion to approve action item C by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Community Comments

None

Attorney Report

Gina Madden provided a brief update regarding the Bolingbrook Park District and the Plainfield Park District joining NWCSRA on September 1, 2020.

Correspondence

None

Director's Report

A. Fundraising

- Evergreens & Wreath Fundraiser
 - i. Profit of \$1,665.07
 - ii. 33 Sellers and 217 Products Sold
- Candlelight Bowl
 - i. Profit of \$3,459.30
 - ii. 104 Bowlers/Dinner Guests

B. Donations

- \$2,750 was received during the month of December

C. Recreation

- November Part Time Staff of the Month: Sharron Webster
- Turkey Trot
 - i. On November 15, we hosted 217 participants from local SRAs at our annual Turkey Trot
- Family Christmas Party
 - i. 87 individuals attend the Annual Family Christmas Party on December 12
- Fall Program Report
- Fall Scholarship Report
 - i. The agency awarded \$1,136 in Scholarships to its' residents this Fall
- Homer Township
 - i. We received the reimbursement check from Homer Township on December 19, and we were notified that they have increased the maximum reimbursement per season to \$2,000. Previously, it was \$1,500 for Fall and Winter/Spring and \$2,000 for Summer.

D. Marketing

- Summer Day Camp Brochure
- Summer Brochure

E. Sensory Room Update

- i. Installation will take place on January 27th and 28th

Staff Report

Director Kordas reviewed the staff report.

Unfinished Business

None

New Business

A. Approve Alcohol and Drug Abuse Policy

Motion to approve the Alcohol and Drug Abuse Policy by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

B. Approve Non-Discrimination & Anti-Harassment Policy

Motion to approve the Non-Discrimination & Anti-Harassment Policy by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Closed Session

Kelly Rajzer made a Motion to go into Closed Session pursuant to 5 ILCS 120/2(c)(1) for the purpose of discussing the appointment, compensation, discipline, performance or dismissal of specific employees of the Park District. Bill Riordan seconded the Motion and a roll call was taken:

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Closed Session began at 2:21pm.

Kelly Rajzer made a Motion to conclude Closed Session. Bill Riordan seconded the Motion and it was approved unanimously. Closed Session ended at 2:23pm.

Action to be taken following Closed Session

A. Motion to approve employee salary increase per staff recommendation by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Announcements

Lockport Township Park District:

Restaurant at Prairie Bluff is closed until 1/31

Dive in Movie at Challenge Fitness on 1/24

Daddy Daughter Ball on 2/8

75th Anniversary events will be taking place throughout the year

Romeoville Recreation Department:

New Athletic Supervisor will be starting on 1/27

Annual State of the Village is on 1/30

Front Desk remodel is complete

Daddy Daughter Ball is on 2/8

The Recreation Dept. is now live with RecTrac

Adjournment

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

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

Meeting adjourned:

2:29 pm

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