**Tri County Special Recreation Association**

**Board of Directors Meeting Minutes**

**October 28, 2015**

**1:30 pm**

Call to order:

Kelly Rajzer called the meeting to order at 1:37 pm

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 August 26, 2015 Meeting

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

C. Approval of Pay for Action for August, 2015

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

E. Approval of September 30, 2015 Treasurer’s Report

F. Approval of Pay for action For September, 2015

G. Approval of Recommended/Final Bills through September 30, 2015

H. Approval of Recommended Bills through October 28, 2015

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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. Letter from Gloria Kern, Crest Hill

B. Letter from Denise Budz, Lockport

Director’s Report:

We are currently working on Trivia Craze which will be held November 7, 2015 at the American Legion in Lockport. We have over $3000.00 in sponsorships for our Trivia Craze night. We should have approximately 125 people in attendance possibly even more if people just walk in and sign up.

The registration report was gone over.

Director Davis has been busy visiting various member districts along with Plainfield Park District to drop off our most recent guide and literature along with fundraising info.

Director Davis met with Cathy Brewer from the Lockport Women’s Club. They are unable to support us financially this year but the Women’s Club agreed to partner with us and sell evergreens for us. Thanks to Cathy and her efforts they sold over $400 worth of evergreens this year.

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Director Davis secured a $50 per month gift card from Sam’s Club in Romeoville. Director Davis also applied for a $2500 grant from the Walmart Foundation and was notified that we were accepted and will be receiving $2500. We can apply next year and hopefully receive another grant as well.

Worked the tootsie roll drive for both the Romeoville and Lemont Knights of Columbus.

On October 15th Director Davis and Kailee Galligan attended the Lemont Lions Club Meeting. The Lemont Lions Club mailed a check to NWCSRA to cover a sponsorship for the Trivia Craze. The Lemont Lions Club will be hosting the NWCSRA for both a basketball and softball game.

Director Davis attended the Lockport Township Park District’s Board Meeting where she presented the NWCSRA Annual Report.

Staff Report:

The Board Members each received the staff report.

Unfinished Business:

None

New Business:

A. Personnel issues were discussed and gone over with the Board of Directors.

B. The Board was presented with a copy of the three year audit proposal from Lauterbach & Amen our current auditors. Director Davis is going to contact Ron Amen to see if the proposed cost for the three years could be cut by a small percentage. The Board of Directors did approve and pass retaining Lauterbach & Amen’s services for the next three years and hopefully our annual audit cost will be cut.

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Motion to approve the retention of Lauterbach & Amen for three years of auditing services for years 2016, 2017, and 2018 as presented by Board Member Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

C. The Board of Directors approved and signed the Resolution to formally change the agency’s name to Northern Will County Special Recreation Association.

Motion to approve the Resolution to change agency name as presented by Board Member Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

D. The building purchase was discussed. Director Davis is going to contact Steve Gulden, Village Manager from the Village of Romeoville to set up a meeting to discuss a few items.

E. The Board of Directors received the Ordinance from the Justice Park District authorizing membership in the NWCSRA.

F. The Board of Directors went over the forms for the Secretary of State concerning the agency’s new name change.

G. Director Davis informed the Board of Directors that we received a $1500 grant from Target. Thanks to Kathy Ochromowicz for securing this grant for the agency. The grant will be used to cover costs of rebranding our name.

H. NWCSRA received a $2500 grant from the Walmart Foundation.

I. Ashley Furniture who partners with NWCSRA sent a $400 donation/grant.

J. NWCSRA joined the 100+ Women of Will County. The group meets four times a year and NWCSRA has the potential to receive upwards of $10,000 if NWCSRA is the chosen agency at the time of the meeting.

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K. The Board of Directors approved the PDRMA Program Membership Term for 2017, 2018, and 2019.

Motion to approve the PDRMA Program Membership Term as presented by Board Member Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

L. The Board of Directors approved the PDRMA Health Choices for 2016. The agency will be offering the HMO health plan to all full time employees.

Motion to approve the PDRMA Health Choices for 2016 as presented by Board Member Micklevitz and seconded by Board Member Kelly Rajzer.

Roll Call:

Ayes: Rajzer, Micklevitz

Nays: None

The Motion Carried

K. Lockport Township Park District received a card from a new member of the HMHB program. Board Member Sue Micklevitz presented Director Davis the thank you card to share with the employee’s.

Announcements

None

Executive Session

None

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Adjournment

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

Roll Call:

Ayes: Kelly Rajzer, Sue Micklevitz

Nays: None

Motion carried.

Meeting adjourned:

3:50 pm

**Minutes approved by Tri County Special Recreation Board of Directors.**

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Board President Date