

**Northern Will County Special Recreation Association
Board of Directors Meeting Minutes
April 24, 2019**

1:30 p.m.

Call to order

Kelly Rajzer called the meeting to order at 1:55 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

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 March 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 March 31, 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 March, 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, March, 31, 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

None

Correspondence

None

Director's Report

A. Fundraising

- Battle of the Brains Report
 - i. 20 teams participated
 - ii. Profit of \$5,739.24
- Golf Outing Registration
 - i. Currently seeking sponsors, donors and golfers

B. Donations

- Donations for March totaled \$800

C. Education/Networking

- Attended ITRS LAC Meeting with Sara Yager from PDRMA on 3/22

D. Recreation

- Day Camp 2019
 - i. Begins on Monday, June 3
 - ii. We are offering a total of 6 Day Camps throughout the Summer
- Special Olympics Junior Basketball
 - i. The NWCSRA Shark's Junior Basketball team competed at the Special Olympics State Basketball Tournament at Illinois State University on the weekend of March 15-17th.
- Fitness 4 Veterans
 - i. In the FY 18/19 we had a total of 5 Veterans enroll in the program at Romeoville, and 3 Veterans enroll in the program at Lockport.

E. Building

- LED Panel was replaced in the Women's Bathroom
- RACC room was painted and cleaned after they moved out
- Semi-Annual Maintenance on HVAC System was completed
- Quarterly Pest Control Service sprayed entire building
- Advanced Building Maintenance will be waxing the tile floors and shampooing carpets in May

Staff Report

Director Kordas reviewed the staff report.

Unfinished Business

A. Approval of the Amended Purchasing Policy

Motion to approve the Amended Purchasing Policy by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

New Business

A. Approve FY 19/20 Board Meeting Schedule

Motion to approve the FY 19/20 Board Meeting Schedule by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

B. Election of Officers for FY 19/20

Motion to keep the same positions for FY 19/20 by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

C. Approve FY 19/20 Budget

Motion to approve the FY 19/20 Budget by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

D. Approve Proposal from Lauterbach & Amen, LLC, for financial auditing services

Motion to approve proposal from Lauterbach & Amen, LLC, for financial auditing services from 2019-2021 by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

E. Approve Purchase of (1) 2019 Dodge Caravan

Motion to approve the Purchase of (1) 2019 Dodge Caravan from Tyson Motors of Shorewood in the amount of \$22,512.81 by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

F. Approve Quote for Front Doors

Motion to approve the quote from Moore Glass to replace the front doors in the amount of \$8,780.00 by Board Member Bill Riordan, seconded by Board President Kelly Rajzer

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

G. Approve Quote for Program Room Flooring

Motion to approve the quote from HTC Commercial Flooring for program room flooring in the amount of \$15,029.50 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:

Senior Prom on 5/5 at Prairie Bluff

Mother's Day Brunch on 5/12 at Prairie Bluff

Touch a Truck on 6/7 at Dellwood Park

Motown & More on 6/13 at Prairie Bluff

Father's Day Swim on 6/16 at Heritage Falls & Chaney Pool

Romeoville Recreation Department:

Marketing Coordinator position will be filled soon

Bunny Bash was held on 4/12

Mom & Son Night Out on 4/26

Community Garage Sale on 5/11

Park Party on 5/14

First Summer Concert on 6/13

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:

2:43 pm