

**Northern Will County Special Recreation Association
Board of Directors Meeting Minutes
February 26, 2020**

1:30 p.m.

Call to order

Kelly Rajzer called the meeting to order at 1:37 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

Mike Selep, Incoming Executive Director, NWCSRA

Motion to amend the agenda to provide for closed session by Board President Kelly Rajzer, seconded by Board Member Bill Riordan.

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

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 January 8, 2020 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.

B. Approval of January 8, 2020 Closed Session Minutes

Motion to approve consent agenda item B 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 December 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 December 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, December 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.

D. Approval of January 31, 2020 Treasurer's Report

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

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

E. Approval of Pay for Action for January 2020

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

Roll Call:

Ayes: Kelly Rajzer, Bill Riordan

Nays: None

Motion Carried.

F. Approval of Recommended/Final Bills for Action, January 31, 2020

Motion to approve action item F 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/Donations

- Golf Outing save the dates were sent out during the month of February
- We received a donation of \$4,878.21 from the Lemont Knights of Columbus
- We also received a donation of \$700 from the Romeoville Knights of Columbus

B. Recreation

- December Part Time Staff of the Month: Anna Kerner
 - i. See attached document for recognition
- Special Olympics:
 - i. Annual Village of Romeoville Officials vs. NWCSRA Wolves Basketball Game is scheduled for Tuesday, March 10th at 6:30pm.
 - ii. Junior Basketball Team qualified for the State Tournament and will be heading to ISU March 13-14
- Adult Day Program:
 - i. Four new participants were enrolled in the program during the month of February

C. Marketing

- Summer Day Camp Brochure is at the printers, and is on our website
- Summer Brochure is currently being worked on and will be ready to print by March 2
- NWCSRA's Summer Ads were sent to LTPD Marketing and RRC Marketing

D. Networking/Outreach

- Attended IPRA Annual Conference January 23-24
- Attended Romeoville's State of the Village on January 30
- NWCSRA will be attending several upcoming outreach events this Spring

E. Sensory Room

- Installation took place on January 27-28
- We are scheduled for training with Flaghouse on March 6.
- We will be hosting an open house for community members to tour the room on April 15 from 2:00-5:00pm.
 - i. Formal invitations will be sent out soon
- Programming will begin mid-March and continue throughout the Spring and Summer seasons
- We are also planning to host an open house for participants/families to attend in the beginning of the Fall season

F. Technology

- Working with RecTrac and Todd to schedule a test migration and a live migration to the 3.1 version
- Live Migration is tentatively scheduled for May 18th

Staff Report

Director Kordas reviewed the staff report.

Unfinished Business

None

New Business

A. Schedule Budget Workshop

Budget Workshop was scheduled for March 19th at 1:45pm at the NWCSRA Office

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 and pursuant to 5 ILCS 120/2(c)(11) to discuss probable or imminent litigation. 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 2:17pm.

Kelly Rajzer made a Motion to conclude Closed Session. Bill Riordan seconded the Motion and it was approved unanimously. Closed Session ended at 2:37pm.

Announcements

Lockport Township Park District:

75th Anniversary events will be taking place throughout the year

Restaurant at Prairie Bluff is now opened

Dive in Movie on 3/27

Egg Hunt on 3/27

Easter Brunch on 4/12

Mother's Day Brunch on 5/10

Romeoville Recreation Department:

New Athletic Supervisor has started

Working on the Athletic & Event expansion

Community Basketball is coming to an end

Working on the Summer Brochure

Conducting a traffic study for RibFest

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:

2:40 pm

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