

**Northern Will County Special Recreation Association**

Board of Directors

Agenda - February 28, 2024 - 1:30 pm

**NOTICE:** The meeting on February 28, 2024 will be held in person at the Northern Will County Special Recreation Association, 10 Montrose Dr., Romeoville, IL 60446. The public is welcome and encouraged to submit any questions and comments via email to the Executive Director, Jill Mukushina in advance of the meeting at [jmukushina@nwcsra.org](mailto:jmukushina@nwcsra.org). The questions will be read to the Board at the meeting.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Additions or Revisions
5. Consent Agenda  
All items listed in Section 5 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 December 13, 2023, Board Meeting Minutes
6. Action Items
  - A. Approval of December 2023, Treasurer's Report
  - B. Approval of Pay for Action December 2023
  - C. Approval of Recommended/Final Bills for Action, December 2023
  - D. Approval of January 2024, Treasurer's Report
  - E. Approval of Pay for Action January 2024
  - F. Approval of Recommended/Final Bills for Action, January 2024
7. Community Comments
8. Attorney Report
9. Correspondence
10. Executive Director's Report
  - A. HR/Personnel
  - B. Recreation
  - C. Marketing & Donations/Fundraising
  - D. Technology & Finance
  - E. Facility, Transportation & Member Agencies
11. Staff Report
12. Unfinished Business
  - A. Paid Leave Policy
13. New Business
  - A. Personnel Policy Manual – update Time Off Benefits

B. Board positions

14. Announcements
15. Closed Session
16. Action (if any) from Closed Session
17. Adjournment