

THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION  
BOARD OF DIRECTORS MEETING  
June 25, 2019

Tom Elenz called the June 25, 2019 meeting to order at 10:04 AM. In attendance were John Jekot, Golf-Maine, Melissa Rimdzius, Lincolnwood, Gayle Mountcastle, Park Ridge, Tom Elenz, Niles, Don Miletic, Des Plaines. Jeff Wait, Morton Grove arrived at 10:20 AM. Staff in attendance: Peggy Wilson, Jennifer Gebeck, Sonia Varughese.

Executive Director Bear introduced Sonia Varughese, M-NASR's new Human Resource Manager.

A motion to approve the consent agenda was made by John Jekot and seconded by Gayle Mountcastle. This passed in a roll call vote as follows: Golf-Maine – yes, Lincolnwood – yes, Park Ridge – yes, Niles – yes, Des Plaines – yes. The consent agenda consisted of: Minutes of the May 6, 2019 board meeting; Minutes of the Executive Session of May 6; Treasurers report for the months ending April 30, 2019 and May 31, 2019; Voucher list of bills presented for the June 25, 2019 board meeting in the amount of \$102,218.33.

Executive Director Bear reviewed the program report. She reported that inclusion registrations have increased compared to this time last year, and noted the proactive communication from Inclusion Manager Barrera and the inclusion team to the member districts has created a smooth inclusion process for the summer. She stated that day camp has started it's third week and has approximately 70 campers. The winter/spring 2019 inclusion numbers and spring 2019 program numbers were included in the program report.

Public Information Manager Barbara Saunders reports that she has been working on the fall brochure, including the all staff proofing on June 18. She expects the brochure to be mailed by mid July. She has been working the video for the Liponi Dinner Dance, with filming scheduled to take place July 9.

Development Officer Peggy Wilson's report highlights grants pending and grants received. Wilson highlighted that a grant from Niles Township Government was received for staff training and had increased from \$4,000 in past years to \$5,000.

Executive Director Bear discussed that it will be time to start reviewing the Morton Grove Park District lease for office space, which current terms end August 31, 2021. Jeff Wait indicated the lease is currently under review with the Morton Grove Park District attorney, and upon receipt will be passed on to the M-NASR Board for review.

The board reviewed the budget reports by fund as of April 30, 2019, and May 31, 2019.

An update regarding the LiPoni Foundation was given by Development Officer Peggy Wilson. She highlighted the upcoming Mini-Golf outing will be held Wednesday, August 14 at Skokie Sports Park.

The 2018 audit was distributed by Director Bear. Bear stated that as usual and customary, the audit will be on the agenda for the August board of directors meeting for approval.

Executive Director Bear gave an update on the transition with her retirement and replacement, Trisha Breitlow, who's first day of employment was Tuesday, June 18.


A motion was made by Tom Elenz and seconded by Jeff Wait that the Association designate the checking and payroll accounts with the authorized signature of any two of the following: President, Vice-President, Treasurer, and Executive Director Trisha Breitlow. That the Association designates the Imprest Account with the authorized signatures of any two of the following: President, Vice-President, Treasurer, Executive Director Trisha Breitlow, and Superintendent of Recreation. That the Association designates the investment account with the authorized signatures of any two of the following: President, Vice-President, Treasurer and Executive Director, Trisha Breitlow. This passed in a roll call vote as follows: Golf-Maine – yes, Niles – yes, Lincolnwood – yes, Morton Grove – yes, Des Plaines – yes, Park Ridge – yes.

A motion was made at 10:30AM by John Jekot and seconded by Don Militec to convene to closed session in accordance with the Open Meetings Act section 120/2(c)(11) and for section 120/2(c)1. This passed in a roll call vote as follows: Lincolnwood – yes, Golf-Maine – yes, Morton Grove – yes, Niles – yes, Park Ridge – yes, Des Plaines – yes.


A motion was made at 10:36AM by Gayle Mountcastle and seconded by Don Militec to reconvene to the regular board of directors meeting. This passed in a roll call vote as follows: Golf-Maine – yes, Lincolnwood – yes, Morton Grove – yes, Des Plaines – yes, Park Ridge – yes, Niles – yes.

A motion was made at 10:37AM by Jeff Wait and seconded by John Jekot to adjourn the June 25, 2019 board meeting. This passed in a voice vote.

  
Secretary, Trisha Breitlow

  
Date

  
President, Tom Elenz, Niles Park District

  
Date