

THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
August 25, 2020

Tom Elenz called the August 25, 2020 meeting to order at 10:02AM. The meeting was held electronically with the zoom platform due to COVID-19. A recording was attempted but failed. Breitlow was present at the M-NASR office. It was verified all attendees could be heard and hear, upon their entry to the meeting. The following board members were in attendance:

Don Miletic, Des Plaines Park District
John Jekot, Golf Maine Park District
Melissa Rimdzius, Village of Lincolnwood
Jeff Wait, Morton Grove Park District
Tom Elenz, Niles Park District
Gayle Mountcastle, Park Ridge Park District
Michelle Tuft, Skokie Park District

Staff in attendance: Tom Byczek, Audra Ebling, Jennifer Gebeck, Sonia Varughese, Peggy Wilson

A motion to approve the consent agenda was made by John Jekot and seconded by Jeff Wait. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Lincolnwood: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

The consent agenda consisted of: Minutes of the June 23, 2020 Board Meeting; Minutes of the June 23, 2020 Executive Session; Treasurers Report for the months ending June 30, 2020 and July 31, 2020; Voucher list of bills presented for the June 23, 2020 Board Meeting in the amount of \$71,755.49.

Staff reports were reviewed. Superintendent Gebeck reviewed the therapeutic goals that have been implemented into programs. She reviewed two specific participant's success stories with zoom programming and benefits they were seeing. Communications and Marketing Manager Ebling reviewed the multiple marketing pieces she's created including four different brochures as new program sessions and offerings are occurring and changing in response to COVID restrictions. She has also completed the annual report. Development Officer Wilson highlighted the grant received from the Henrietta Lange Burke Fund which is for the purchase of a "mega-pod" for the sensory room in Des Plaines. Wilson also reported the Liponi Foundation cancelled their mini-golf fundraiser, but did still bring in \$3,680 in sponsorship for the event. There were no questions on the budget report.

Breitlow reviewed updates to her work plan including that the Rec Trac and BS&A are both now fully implemented. Breitlow reported the lease has been reviewed by the M-NASR attorney and was sent back to the Morton Grove Park District attorney. Breitlow informed the Board she was running for the IPRA Chair-Elect position and would find out the results in October. Breitlow reviewed a power point presentation with updates on agency operations since March as it relates to COVID-19.

The board discussed the scheduled November 3 board meeting date which is election day. The board decided to move the meeting to Tuesday, November 10 at 2:00 PM.

Breitlow reviewed information regarding the agency's fleet of seven accessible vehicles. Breitlow requested approval to dispose of the 2003 Ford Eldorado, granted by the Illinois Department of Transportation. She discussed options the staff were considering for managing transportation with one less vehicle during the summer. Some options included changing transportation routes, leasing, chartering, long term planning for a capital purchase and also consideration that a seventh vehicle may not be required in 2021 as registrations may be much lower than typical as a result of COVID-19. The board discussed the IDOT grant process, and that there is not currently a grant cycle available and the next cycle date is unknown. A motion to approve the request for vehicle disposition with release of lien to IDOT for the 2003 Eldorado was made by Gayle Mountcastle and seconded by John Jekot. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Lincolnwood: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

Breitlow reviewed a proposed update to part time staff pay rate structure and corresponding pay rates through 2025, in accordance with minimum wage updates. The board discussed the rates should be approved annually for each upcoming year. A motion was made by Don Miletic and seconded by John Jekot to approve the updated structure and the proposed rates for 2021. This passed in a roll call vote as follows:

Des Plaines: Yes
Golf Maine: Yes
Lincolnwood: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

Tom Elenz reviewed a proposed addendum to Breitlow's contract clarifying the evaluation date. Mountcastle expressed she felt there was additional information to discuss prior to a vote on the addendum. A motion was made by Mountcastle and

seconded by Rimdzius to schedule a special meeting with an executive session to further discuss issues related to the addendum to Breitlow's contract. This passed in a roll call vote as follows:


Des Plaines: Yes
Golf Maine: Yes
Lincolnwood: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

A motion was made at 11:02 AM by John Jekot and seconded by Jeff Wait to adjourn the August 25, 2020 board meeting. This passed in a roll call vote as follows:


Des Plaines: Yes
Golf Maine: Yes
Lincolnwood: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes




Secretary, Trisha Breitlow



Date



President, Tom Elenz, Niles Park District



Date