

THE MAINE NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
April 27, 2020

Tom Elenz called the April 27, 2020 meeting to order at 10:03 AM. The meeting was held electronically with the zoom platform. The following board members were in attendance:

Don Miletic, Des Plaines Park District (arrived 10:05 AM)
John Jekot, Golf Maine Park District (arrived at 10:04 AM)
Jeff Wait, Morton Grove Park District
Tom Elenz, Niles Park District
Gayle Mountcastle, Park Ridge Park District
Michelle Tuft, Skokie Park District

Absent: Melissa Rimdzius, Village of Lincolnwood Parks and Recreation,

Staff in attendance: Peggy Wilson, Jennifer Gebeck, Tom Byczek, Barbara Saunders, and Sonia Varughese.

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

Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes

The consent agenda consisted of: Minutes of the February 25, 2020 Board Meeting; Minutes of the February 25, 2020 Executive Session; Treasurers Report for the months ending February 29, 2020 and March, 31, 2020; Voucher list of bills presented for the April 27, 2020 Board Meeting in the amount of \$105,683.43.

Executive Director Breitlow reviewed the staff reports. The Recreation team has been busy implementing virtual programming and 1:1 Rec Chat visits with participants. Staff are continuing to move forward with Rec Trac upgrades and spring refunds as a result of all spring programs being cancelled due to the Illinois stay-at-home order. Winter statistics were also reviewed.

The summer brochure is not being printed, but will be available online, as program decisions are made. Staff anticipate needing three to four weeks from the stay-at-home order being lifted to begin running programs (pending additional restrictions and regulations). Staff will continue to plan virtual programs for summer as an alternative.

The Liponi Foundation named Stella LiPomi President Emeritus. The Liponi Foundation Dinner Dance fundraiser had its highest revenue generating year to date, netting over \$56,000. Development Officer Wilson has launched a donation campaign, based on a

match program from The Coleman Foundation. The Coleman Foundation will add a triple match to any donation received by M-NASR by June 1.

The board reviewed the budget reports by fund as of February 29, 2020, and March 31, 2020.

Breitlow's work plan updates were included in the board packet for review. Breitlow also highlighted that the audit and BS&A software projects are on schedule, and happening remotely.

An email from a parent of a participant utilizing the virtual programs was highlighted.

The vehicle bid was presented to the Board, with a reminder that the Liponi Foundation had agreed to reimburse the cost of the vehicle up to \$73,320. John Jekot made a motion to accept the bid for a 2021 accessible vehicle at a cost of \$73,320. This was seconded by Gayle Mountcastle. This passed in a roll call vote as follows:

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

Breitlow presented a policy recommendation including working from home, cell phone usage, and cell phone reimbursement. A motion was made by Michelle Tuft and seconded by John Jekot to approve the policies as presented. This passed in a roll call vote as follows:

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

Executive Breitlow gave a presentation on how M-NASR operations were affected by the COVID-19 outbreak and the current stay-at-home order.

A motion was made by John Jekot at 10:42 AM and seconded by Gayle Mountcastle to convene into executive session in accordance with sections 120/2 (c)1 and 120/2 (c) 11. This passed in a voice vote.

A motion was made by John Jekot at 11:07 AM and seconded by Gayle Mountcastle to reconvene to regular session. This passed in a voice vote.

A motion was made at 11:08 AM by Don Miletic and seconded by Jeff Wait to adjourn the April 27, 2020 board meeting. This passed in a voice vote.

Secretary, Trisha Breitlow

Date

President, Tom Elenz, Niles Park District

Date