

THE MAINE-NILES ASSOCIATION OF SPECIAL RECREATION
BOARD OF DIRECTORS MEETING
6820 W. Dempster St., Morton Grove, IL 60053
December 12, 2023 | 10:00 AM

Board President Michelle Tuft called the December 12, 2023 meeting to order at 10:05 AM.

Board Members in attendance:

Joe Weber, Des Plaines Park District
John Jekot, Golf Maine Park District
Jeff Wait, Morton Grove Park District
Tom Elenz, Niles Park District
Gayle Mountcastle, Park Ridge Park District (arrived 10:27 AM)
Michelle Tuft, Skokie Park District
Karen Hawk, Village of Lincoln wood

Staff in attendance: Trisha Breitlow, Executive Director; Lisa Barrera, Superintendent of Recreation; Kelly Brunning, Sr. Operations Manager; Keli Stonitsch, Human Resources Manager; Lindsey Anderson, Support Staff Coordinator; Nicole Derrig, Program Manager; Audra Ebling, Communication & Marketing Manager; Mary Gates, Administrative Office Assistant/Registrar; Taylor Gonio, Recreation Specialist; Rob Hentschel, Recreation Specialist; Vera Kramer, Fundraising & Development Manager; Lara Kuechel, Administrative Office Assistant; Brendan Myers, Recreation Specialist; Louisa Shortall, Inclusion Assistant; Jessie Silva, Inclusion Manager; Nicole Witt, Inclusion Coordinator; Barb Woods, Accounting Manager

Changes to Agenda: None

Introduction of Visitors: None

Consent Agenda:

- Minutes of the November 7, 2023 Board Meeting
- Minutes of the November 7, 2023 Closed Session
- Treasurer's Report for the months ending October 31, 2023 and November 30, 2023
- Voucher list of bills in the amount of \$36,056.56

John Jekot made a motion to approve the Consent Agenda, seconded by Jeff Wait. The motion passed in a roll call vote as follows:

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

Superintendent Lisa Barrera reviewed the program report and highlighted the fall season. She reviewed the new metrics dashboard and program statistics.

Communications and Marketing Manager Audra Ebling reported the winter/spring program guide has been sent to the printer. This is the first time the winter and spring brochures are being combined. Families will be notified via constant contact and postcards.

Fundraising and Development Manager Vera Kramer updated the Board on the holiday raffle which has three sponsors and 220 tickets sold.

The Board reviewed the budget report.

Executive Director Breitlow reported on goals updates, as well as trainings staff have attended.

A motion was made by John Jekot to approve the Member District Contributions as presented, seconded by Joe Weber. This passed in a roll call vote as follows:

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

A motion was made by John Jekot to approve the proposed 2024 Salary Ranges for full-time and permanent part-time positions as presented, seconded by Jeff Wait. This passed in a roll call vote as follows:

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

A motion was made by Joe Weber to approve the 2024 Budget as presented, seconded by John Jekot. This passed in a roll call vote as follows:

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

Board meeting dates for 2024 were presented.

A motion was made by Joe Weber to accept the nomination of Jeff Wait as Board President, seconded by Joe Weber. This passed in a roll call vote as follows:

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

A motion was made by Jeff Wait to accept the nomination of Karen Hawk as Board Vice President, seconded by Joe Weber. This passed in a roll call vote as follows:

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

A motion was made by Jeff Wait to accept the nomination of Joe Weber as Board Treasurer, seconded by Michelle Tuft. This passed in a roll call vote as follows:

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

A motion was made by Michelle Tuft to accept the nomination of Trisha Breitlow as Board Secretary, seconded by Jeff Wait. This passed in a roll call vote as follows:

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

A motion was made by Michelle Tuft to approve the Association's designation of the checking and payroll accounts as presented in Agenda Item VII C i with the authorized signature of any two of the following: M-NASR Executive Director, M-NASR Superintendent of Recreation and Morton Grove Park District Executive Director for accounts 4578 and 1500, seconded by Joe Weber. This passed in a roll call vote as follows:

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

A motion was made by Michelle Tuft to approve the Association's designation of the investment account presented in Agenda Item VII C ii with the authorized signatures of any two of the following: M-NASR Executive Director, M-NASR Superintendent of Recreation and Morton Grove Park District Executive Director, seconded by Jeff Wait. This passed in a roll call vote as follows:

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

A motion was made by John Jekot to approve the Paid Leave For All Workers Act Policy as presented, seconded by Jeff Wait. This passed in a roll call vote as follows:

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

A motion was made by Jeff Wait to approve the 2024 Goals as presented, 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
Lincolnwood: Yes

The President's Award was presented to Lindsey Anderson, Support Staff Coordinator. She was recognized by the M-NASR staff for her dedication, work ethic, leadership, and outstanding service to the agency.

A video was prepared by Communication and Marketing Manager, Audra Ebling and presented to the Board and staff present, highlighting M-NASR's Year in Review.

A motion was made by Joe Weber at 10:39am to convene into Executive Session in accordance with the Open Meetings Act, section 120/2 (c)1, Semi-Annual Review of Minutes 5 ILCS 120/2 (c) (21) and Personnel 5 ILCS 120/2 (c) (1), seconded by John Jekot. This passed in a voice vote.

The Regular Board Meeting reconvened at 10:42am.

A motion was made by Tom Elenz to approve Resolution #2023-4 Determining the Confidentiality of Closed Session Minutes as presented, seconded by Jeff Wait. 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
Lincolnwood: Yes

A motion was made by Jeff Wait to approve Resolution #2023-5; Regarding the Destruction of Certain Verbatim Recordings of Closed Session Meetings as presented, 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
Lincolnwood: Yes

A motion was made by John Jekot to approve a salary raise increase of 4% as presented for the Executive Director, seconded by Joe Weber. This passed in a roll call vote as follows:

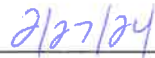
Des Plaines: Yes
Golf Maine: Yes
Morton Grove: Yes
Niles: Yes
Park Ridge: Yes
Skokie: Yes
Lincolnwood: Yes

Karen Hawk made a motion to adjourn the December 12, 2023 Board meeting at 10:45am, seconded by Joe Weber. The motion passed in a voice vote.



Jeff Wait, Board President

Morton Grove Park District




Date



Trisha Breitlow, Board Secretary

Maine-Niles Association of Special Recreation



Date