

**THE MAINE-NILES ASSOCIATION OF SPECIAL RECREATION**  
**BOARD OF DIRECTORS MEETING**  
6820 W. Dempster St., Morton Grove, IL 60053  
June 27, 2023 | 10:00 AM

Michele Tuft called the June 27, 2023 meeting to order at 10:02 AM.

**Board Members in attendance:**

Joe Weber, Des Plaines Park District  
John Jekot, Golf Maine Park District  
Jeff Wait, Morton Grove Park District  
Gayle Mountcastle, Park Ridge Park District (arrived 10:04)  
Michelle Tuft, Skokie Park District  
Karen Hawk, Village of Lincolnwood

**Absent:** Tom Elenz, Niles Park District

**Staff in attendance:** Trisha Breitlow, Executive Director; Lisa Barrera, Superintendent; Audra Ebling, Communication and Marketing Manager; Keli Stonitsch, Human Resources Specialist; Vera Kramer, Fundraising and Development Manager; Rob Henschel, Recreation Specialist; Barb Woods, Accounting Manager.

**Changes to Agenda:** Breitlow reported there are no Executive Session Minutes of the April 25, 2023 meeting to approve because no Executive Session took place on that date. The Acceptance of the 2022 Audit was moved to after approval of the Consent Agenda.

**Introduction of Visitors:** Barb Woods, Accounting Manager and Rob Hentschel, Recreation Specialist introduced themselves to the Board. Courtney Mohr, a partner at Lauterbach & Amen was also introduced.

**Consent Agenda:**

- Minutes of the April 25, 2023 Board meeting
- Treasurer's Report for the months ending April 30, 2023 and May 31, 2023
- Voucher list of bills in the amount of \$128,734.58

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  
Park Ridge: Yes  
Skokie: Yes  
Lincolnwood: Yes

Courtney Mohr from Lauterbach & Amen presented the 2022 financial audit. Gayle Mountcastle made a motion to accept the 2022 financial audit, seconded by John Jekot. The motion passed in a roll call vote as follows:

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

Superintendent Lisa Barrera reviewed the program report and highlighted the Tee Time Golf program held in Des Plaines, which is now offering two sections of the class and Zumba in Park Ridge, which has expanded to 24 participants. Barrera reported 21 athletes attended the Special Olympics Summer Games at Illinois State University. Summer Camp has 83 participants, up from 63 in 2022. Barrera gave an update on inclusion. Breitlow thanked Barrera for her role in day camp this summer while the Day Camp Manager is on leave and reminded the Board that M-NASR is still hiring and getting applicants. If any of the districts have applicants they can't place, they can be passed to M-NASR.

Communications and Marketing Manager Audra Ebling reported the Annual Report will be mailed out within the next two weeks. She reported on the GiveSmart Donation platform now allowing for two separate pages for Liponi and M-NASR donations. The Board received a copy of the new Liponi Foundation tri-fold brochure.

Fundraising and Development Manager Vera Kramer updated the Board on the Liponi Foundation's mini golf fundraiser and grant applications that have been submitted.

Executive Director Breitlow reported that the Employee Retention Tax Credit Funds had been received. These will not show up on the budget report but are in the balance sheet. M-NASR received about \$61,000 more than anticipated. Breitlow will use approximately up to \$8,000 on furniture for the board room. It is anticipated the rest of the overage will be used to offset 2024 Member District Contributions.

Breitlow reviewed updates to goals of the strategic plan.

Breitlow reported that M-NASR is not exempt from the Illinois Paid Leave for All Workers Act which goes into effect January 1, 2024 and allows employees to earn up to one hour of paid time off for every 40 hours worked.

A motion was made by John Jekot to adjourn to Executive Session at 10:28 am, seconded by Joe Weber.

The Board reconvened into open session at 10:30 am.

Joe Weber made a motion to approve Resolution 2023-1; Determining the Confidentiality of Closed Session Minutes, seconded by Gayle Mountcastle. The motion passed in a roll call vote as follows:

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

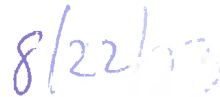
Jeff Wait made a motion to approve Resolution 2023-2; Providing for the Destruction of Certain Verbatim Recordings of Closed and Open Session Meetings, seconded by Gayle Mountcastle. The motion passed in a roll call vote as follows:

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

Jeff Wait made a motion to adjourn the June 27, 2023 Board meeting at 10:32 am, seconded by Joe Weber. The motion passed in a voice vote.



Michelle Tuft, Board President  
Skokie Park District



Date



Trisha Breitlow, Board Secretary  
Maine-Niles Association of Special Recreation



Date