

NISRA BOARD OF DIRECTOR'S MEETING
NISRA Office, Crystal Lake
August 21, 2024

1.00 Call to Order: The meeting was called to order at 1:30 PM by Maria Cumpata

Roll Call: Jason Herbster (Crystal Lake), Dave Peterson (Dundee), Maria Cumpata (Elgin), Laura Schraw (Hampshire), Scott Crowe (Huntley), Randy Splitt (Lake in the Hills), Dan Bertrand (Marengo), Bill Hobson (McHenry), Tim Staton (Wauconda), Mark Pentecost (Woodstock), Stacy Heiliger (Harvard) /1:35PM

Staff Attending: Jim Wiseman, Executive Director; Heidi Jenkins, Superintendent of Recreation; Patty Panas, Senior Manager of Human Resources & Administration; Laura Cullotta, Senior Manager of Donor Engagement and Development; Sue Just, Recording Secretary

2.00 Recognition of Visitors & Matters from the Public:

No matters from the Public at this time. There were two visitors present and one visitor via zoom; Julie Wons and Eli Rudin from Lauterbach & Amen LLP, NISRA's contractual accounting services attended, and Courtney Mohr from Lauterbach & Amen LLP attended via zoom to give a presentation on NISRA's Independent Audit ending April 30, 2024 for FY 2023/2024, item 7.10. Scott Crowe, Executive Director of Huntley Park District shared that Huntley Park District also uses Wons and Rudin with Lauterbach & Amen LLP for contractual accounting services.

A motion to move item 7.10 on the agenda before item 3.00.

Motion by: Peterson 2nd by: Crowe

Roll Call: Herbster, Peterson, Cumpata, Schraw, Crowe, Splitt, Bertrand, Hobson, Staton, Pentecost

Ayes: 10

Nays: 0

Motion carried

7.10 Presentation on NISRA's Independent Audit Ending April 30, 2024:

Courtney Mohr from Lauterbach & Amen LLP Auditing firm gave an overview of the FY 2023/2024 Audit Report via zoom. Mohr shared that this year's report is a pivotal year as this is the first year the agency is submitting to the Government Finance Officers Association to apply for the Certificate of Achievement Award, which is applied for on an annual basis. NISRA was been given an unmodified/clean opinion, the highest opinion that can be given, which means financial statements are stated fairly in all material respects as of April 30, 2024. Mohr continued to explain that it has been noted that there has not been any difficulty or disagreements with management throughout the process. Mohr highlighted the contents of the different statements and referred to the management letter, which states any policy or procedure recommendations that Lauterbach & Amen has at this time. Mohr than opened the presentation for any questions.

A motion to accept NISRA's Independent Audit ending April 30, 2024 as presented.

Motion by: Crowe 2nd by: Peterson

Roll Call: Herbster, Peterson, Cumpata, Schraw, Heiliger, Crowe, Splitt, Bertrand, Hobson, Staton, Pentecost

Ayes: 11

Nays: 0

Motion carried.

3.00 Superintendent's Report:

Superintendent Jenkins shared that the summer programs and special events are just finishing up. Fall program registration closed August 20 with an increase in program numbers. There are 417 people on the waitlist for the fall season. NISRA staff is working hard to bring those numbers down to accommodate more participants. Adventure Allies is a new program working with Veterans Pathway to Hope in Crystal Lake, the recreational program meets once a week for Veterans with a Mental Health Diagnosis. NISRA'S Adult Day Services have seen a big increase in numbers consistently over the past few months and NISRA is looking to add an additional site or two in the future.

4.00 Director's Report:

Director Wiseman reported that the Rotary Club of Crystal Lake Dawnbreakers sponsored the annual NISRA end of summer Hawaiian Luau Dance held Saturday, August 17 from 3:00 – 5:00 p.m. at Main Beach in Crystal Lake. The club underwrites the cost of the BBQ chicken dinner and helps to set up the dance and serve the meal. In early September, NISRA will begin the process of converting from using Intuit QuickBooks accounting software to Thomson Reuters Accounting CS software. Lauterbach and Amen LLP is assisting with the change. The current NISRA QuickBooks accounting software has reached end of life for use and after reviewing options, a change in software will take place now that the summer season has ended and fall is in the beginning stages. Wiseman reminded that Board members that they are invited to attend a tour of the NISRA Sage Therapeutic Recreation Center on September 4 at 10:00 a.m. NISRA will be hosting Congresswoman Jan Schakowsky and Illinois District 66 State Representative Suzanne Ness. So far Wiseman has received RSVP's from Board members Stacy Heiliger, Scott Crowe and Jason Herbster.

5.00 Presentation & Acceptance of Consent Agenda Items:

A motion to approve the July 17, 2024 Meeting Minutes, July 31, 2024 Financial Reports & Warrant #4 FY 24/25.

Motion by: Hobson 2nd by: Bertrand

Roll Call: Herbster, Peterson, Cumpata, Schraw, Heiliger, Crowe, Splitt, Bertrand, Hobson, Staton, Pentecost

Ayes: 11

Nays: 0

Motion carried.

6.00 Old Business

7.00 New Business

7.20 SRA Levy Expense Form for the Huntley Park District:

Director Wiseman referred to the included in the Board Packet SRA Levy Expense form submitted by the Huntley Park District. Wiseman asked Scott Crowe, Executive Director of Huntley Park District if he would like to comment at this time and opened the floor for questions.

A motion to approve the SRA Levy Expense form submitted by the Huntley Park District.

Motion by: Pentecost 2nd by: Peterson

Roll Call: Herbster, Peterson, Cumpata, Schraw, Heiliger, Crowe, Splitt, Bertrand, Hobson, Staton, Pentecost

Ayes: 10

Abstain: 1

Nays: 0

Motion carried.

7.30 Action to address McHenry Savings Bank being acquired by Michigan State University Federal Credit Union September 1, 2024:

Director Wiseman stated that NISRA received a letter that McHenry Savings Bank is being acquired by Michigan State University Federal Credit Union as of September 1, 2024. Wiseman looked for direction from the NISRA Board of Directors as either to maintain funds in McHenry Savings Bank soon to be acquired by Michigan State University Federal Credit Union or to move funds to NISRA's current Illinois Liquid Asset Fund, reserve account. There was a discussion at this time.

A motion to approve closing the McHenry Savings Bank Account and moving the funds to the Illinois Liquid Asset Fund.

Motion by: Bertrand 2nd by: Herbster

Ayes: 11

Nays: 0

Motion carried.

NISRA Foundation Report:

Director Wiseman reported that the Women's Golf event scheduled for Tuesday, September 10 is once again sold out before the registration opened on-line. The event is at Randall Oaks Golf Course in West Dundee. Twenty foursomes are registered to play. The "Rockin' The Hill" concert organized by Bunker Hill Charities was Saturday, August 3. The headliner was Tyler Hubbard, formerly of Florida-Georgia Line, and Parmalee. The NISRA Foundation had 15 volunteers registered to help with the event and will receive a donation of \$50 per volunteer for their gift of time. In addition, the NISRA Foundation will receive 25% for each ticket sold when the purchaser mentioned they support the NISRA Foundation. The NISRA Foundation will be co-organizing the annual Mental Health Resource League's Fall Diddley Craft Show Bakery the weekend of October 12 & 13 at the Boone County Fairgrounds in Belvidere. The Boys and Girls Club of Crystal Lake will be running the bakery on the 12th and the NISRA Foundation on the 13th. Charitable donations are based upon the number of volunteers each not-for-profit provides to help run the event. Volunteer signup information will be posted when available. The Mental Health Resource League is a longtime supporter of the Foundation and annually donates \$10,000 - \$14,000 in support of NISRA program services. The Holiday Fashion Show committee is working hard and planning for this year's event scheduled for Saturday, November 23, 2024 at the Holiday Inn, Crystal Lake. This is the 29th Annual event, and the theme is Enchanted Holiday. Silent and Live Auction items are being solicited and collected at this time. Save the Date cards are available. Wiseman recommended registering early as the event sells out every year. Randy Splitt, Director of Parks and Recreation of Lake in the Hills & NISRA Foundation Board liaison thanked the Huntley Park District for hosting a tour of their facility for the NISRA Foundation Board. The Women's Golf Outing is still looking for raffle prizes and gift ideas, if you have anything please contact Splitt.

9.00 Comments from the Directors:

Scott Crowe, Executive Director of Huntley Park District shared that Huntley Park District is going to referendum this year and that Jim Blasky, one of Huntley's commissioners passed away.

10.00 Executive Session Pursuant to 5 ILCS 120/2 et seq.:

A motion to enter Executive Session at 2:05 PM.

Motion by: Hobson 2nd by: Bertrand

Ayes: 11

Nays: 0

Motion carried

A motion to exit Executive Session at 2:12 PM.

Motion by: Herbster 2nd by: Peterson

Ayes: 10

Nays: 0

Motion carried

Cumpata reconvened open session at 2:12 PM.

11.00 Action Regarding Executive Session Items:

No action needed at this time

12.00 Adjournment:

A motion to adjourn the meeting at 2:13 PM.

Motion by: Staton 2nd by: Splitt

Ayes: 10

Nays: 0

Motion carried.

Minutes respectfully submitted by:


Jim Wiseman

Minutes recorded by Sue Just.