

**NISRA BOARD OF DIRECTOR'S
MEETING
NISRA Office, Crystal Lake
July 16, 2025**

1.00 Call to Order: The meeting was called to order at 1:30 PM by Scott Crowe

Roll Call: Jason Herbster (Crystal Lake), Dave Peterson (Dundee), Jen Hermonson (Elgin), Laura Schraw (Hampshire), Jo Atkinson (Harvard), Scott Crowe (Huntley), Dan Bertrand (Marengo), Bill Hobson (McHenry), Tim Staton (Wauconda)

Staff Attending: Jim Wiseman, Executive Director; Heidi Jenkins, Superintendent of Recreation; Patty Panas, Senior Manager of Human Resources & Administration; Sue Just, Recording Secretary; Mara Golden, Manager of Fund Development; Taylor Gonio, Northwest Regional Coordinator

2.00 Recognition of Visitors & Matters from the Public:

Director Wiseman introduced NISRA's newest board member, Jo Atkinson, Director of Harvard Parks & Recreation and Scott Gallagher, a Special Olympics coach for NISRA who may be interested in being a NISRA Foundation Board Member. Superintendent Jenkins introduced Taylor Gonio, NISRA's new Northwest Regional Coordinator. Atkinson, Gallagher and Gonio each took a moment to share a little bit about themselves.

3.00 Superintendent's Report:

Superintendent Jenkins reported that Spring and Summer seasons have been very busy. For the third year in a row NISRA has partnered with the Harvard School District and offered extended school year programming with in-house activities for kids in the program as well as weekly field trips. NISRA partnered with the Wonder Lake Ski Team and Community Pistakee Sailing School for programming. These programs continue to have a high number of enrollments. Therapeutic riding is a new program being offered. Fifty-four Special Olympics athletes had a great time at Summer Games and brought home 66 medals. The Cultural Arts program continues to do well, currently there are 26 participants enrolled in Theater Troupe Presents...Madagascar Jr., the production will be in November. Adult Day Programs are full and have waitlists for all the sites. Safety School and Handle with Care training had over 100 staff attending. Members of the recreation team along with Director Wiseman visited City of Woodstock's Park and Recreation's new inclusive playground at Emricson Park. Superintendent Jenkins is working on implementing RecTrac and E-pact with the plan of having both programs ready for Winter/Spring registration in November. NISRA's Spring 2025, Inclusion and Fiscal Year 2024-2025 participation numbers are included

4.00 Director's Report

Director Wiseman complimented staff on their outstanding teamwork and creativity with engaging participants and families last fiscal year, total registration count was up almost 700 registrants as FY24/25 programs had 7661 registrations compared to FY23/24's, 6967 registrations. The registrations count is pre-COVID level. Wiseman informed the Board that the Board packets now through February 2026 will be slightly larger than typical due to the need to review documents to meet the standards for the IAPD/IPRA Distinguished Accredited Agency review process. At the August meeting the entire Board Agency Policy Manual will need to be reviewed. The Table of Contents will be included in the Board Packet, and the portal will have the review copy for looking at all the policies. Scott Crowe, Executive Director of Huntley Park

District, shared that they pass a resolution for a whole new manual and then the Board Members all acknowledge that the manual has been reviewed. For a smoother process, the onsite review for the IAPD/IPRA Distinguished Accreditation has been moved up to March of 2026, from May 2026, prior to Director Wiseman's retirement. On July 11 NISRA office/Sage TR Center's water heater was replaced. The water heater was included in the Capital Replacement Plan for replacement this fiscal year. The previous water heater was 8 years old and had begun to leak. The Spring shoot out was a sold-out event and generated \$16,000 net revenue. Wiseman thanked all those who attended and donated for this event.

5.00 Presentation & Acceptance of Consent Agenda Items:

A motion to approve May 21, 2025, Meeting Minutes, May & June 2025 Financial Reports, Warrant #2 & Warrant #3 FY 2025/26.

Motion by: Hermonson

2nd by: Hobson

Roll Call: Herbster, Peterson, Hermonson, Schraw, Atkinson, Crowe, Bertrand, Hobson, Staton

Ayes: 9

Nays: 0

Motion carried.

6.00 Old Business

6.10 Distribution of FY 2025/26 Committee Work Plans & Assignments

Director Wiseman referred to the FY 2025/26 Committee Work Plans & Assignments that are included in the Board Packet and available on the portal. Please let Wiseman know if you would like to be added to one of the committees. No action needed.

6.20 FY 2024/25 Strategic Plan Goal Completion Report

Director Wiseman shared the FY 2024/25 Strategic Plan Goal Completion Report. The floor was open for comments or questions. There were no comments or questions at this time.

6.30 50th Anniversary Capital Project Update

Director Wiseman informed the Board that there has been no word from the City of Crystal Lake. Hitchcock Design is following up with the city to see if we are ok to apply for a permit. Wiseman will request a meeting with the City of Crystal Lake.

7.00 New Business

7.10 SRA Levy Expense Form from Cary Park District

Director Wiseman referred to the, enclosed in the Board Packet, SRA Levy Expense form from Cary Park District. Wiseman explained levy usage and the floor was open for any questions. There were no comments or questions at this time.

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

Motion by: Peterson 2nd by: Hermonson

Roll Call: Herbster, Peterson, Hermonson, Schraw, Atkinson, Crowe, Bertrand, Hobson, Staton

Ayes: 9

Nays: 0

Abstain:

Motion carried.

7.20 Review and Approval of Executive Director's FY 2025/26 Work Initiatives

Director Wiseman referred to the, enclosed in the Board Packet, Executive Director's FY2025/26 Work Initiatives and Goals. The floor was open for questions or comments. There were no comments or questions at this time.

A motion to approve the Executive Director's FY2025/26 Work Initiatives as presented

Motion by: Bertrand 2nd by: Hermonson

Roll Call: Herbster, Peterson, Hermonson, Schraw, Atkinson, Crowe, Bertrand, Hobson, Staton

Ayes: 9

Nays: 0

Motion carried

7.30 New Policy 3.09 Social Media Comment and Terms of Use

Director Wiseman referred to the new, enclosed in the Board Packet, Social Media Comment and Terms of Use Policy. Wiseman consulted with legal counsel, Scott Puma, and this policy was presented by Ancil Glink.

A motion to approve the new Policy 3.09 Social Media Comment and Terms of Use

Motion by: Bertrand 2nd by: Hermonson

Roll Call: Herbster, Peterson, Hermonson, Schraw, Atkinson, Crowe, Bertrand, Hobson, Staton

Ayes: 9

Nays: 0

Motion carried

7.40 Fiscal Year 2026/27 Preliminary Member Dues Discussion:

Director Wiseman clarified this is just a preliminary discussion based on the current information from the Tax Year 2024 EAV's. The proposed FY 2026/27 member dues will be discussed at the September 24 Finance Committee meeting. A committee recommendation for presenting the FY 2026/27 dues will be presented at the October 15 Board of Directors meeting. There was no action needed at this time.

7.50 Five-Year Review of Articles of Agreement

Director Wiseman referred to the, enclosed in the Board Packet, Articles of Agreement the last time they were fully reviewed by the Board was May 20, 2020, and the Personnel & Policy Committee reviewed it February 21, 2024. Wiseman explained the process, if changes were recommended, he does not propose any changes to the Articles of Agreement. There was a discussion at this time.

A motion to affirm the Agencies Articles of Agreement as presented

Motion by: Hermonson 2nd by: Bertrand

Roll Call: Herbster, Peterson, Hermonson, Schraw, Atkinson, Crowe, Bertrand, Hobson, Staton

Ayes: 9

Nays: 0

Motion carried

7.60 Five Year Review & Progress Update of Long-Range Comprehensive Plan

Director Wiseman explained that as part of the IAPD/IPRA Distinguished Accreditation a five-year review of the Long-Range Plan must be done. Wiseman complimented the staff on accomplishing over half. The floor was open for questions.

7.70 Formation of Executive Director Search Taskforce

Crowe shared that Wiseman has put together the responsibilities of the Executive Director task force. Three Board Members will be on the taskforce with the entire Board making the final decision when choosing the next Executive Director. Crowe sent out an email to the Board to see who was interested in being a part of

this committee. Crowe stated that there has been a few Board Members that showed interest in being part of the taskforce. Crowe asked if there was anyone else interested. There was a discussion at this time.

A motion to appoint and approve the proposed guidelines and taskforce: Scott Crowe, Jason Herbster and Randy Splitt.

Motion by: Bertrand 2nd by: Hermonson

Ayes: 9

Nays: 0

Motion carried

8.00 NISRA Foundation Report

Director Wiseman shared that Bunker Hill's Rockin the Hill is July 26 and features the Stone Temple Pilots & Joan Jett and the Heart Breakers. Bunker Hill Charities has removed the restriction on posting to social media. Tickets are still available. NISRA has filled the 15 volunteer slots allotted for this event and has several volunteers on the waitlist. The Annual Women's Golf Outing is on September 9 at Randall Oaks Golf Club. Save the date cards are being distributed. The theme for the outing is *Grease Lightning at the Greens*. The individual registration fee has increased to \$150 with the Team Foursome registration fee set at \$550. The Caddie auction will not be held this year and in its place, there will be a golf cart decorating contest. This contest will have a minimal entry fee and votes counted by contributions. An email blast with an online registration link will go out soon, registration is also available on the NISRA website, NISRA Foundation tab, Foundation Fundraisers & Registration page. The Foundation recently sent out a soft mid-summer appeal e-blast to its' supporters focusing on generating financial support for summer day camp. The appeal idea was created based on email appeals that Wiseman has received this summer from other SRA's. The theme for the appeal is "The Power of Play Starts Here". Mara Golden, Manager of Fund Development has meet with local Knights of Columbus Councils to discuss plans for the annual "Tootsie Roll Drive" which is scheduled September 19-20. Stryker continues to be a significant contributor with their employee matching program. Kent Cooney - Kingston Lanes, Northwestern Medicine and Hammortree Financial have all renewed their Corporate Partnerships for this fiscal year. The Fred and Jean Allegretti Foundation confirmed they will support the Theater Troupe with a grant of \$5,000. Save the date cards were distributed for NISRA's 30th Annual Holiday Fashion Show, November 22. The theme is Decades of Shimmer & Shine.

9.00 Comments from the Directors:

There were no comments at this time.

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

There was no need for Executive Session at this time.

12.00 Adjournment:

A motion to adjourn the meeting at 2:40 PM.

Motion by: Hobson 2nd by: Hermonson

Ayes: 9

Nays: 0

Motion carried.

Minutes respectfully submitted by:



Jim Wiseman

Minutes recorded by Sue Just.