



**Personnel & Policy Committee Meeting
12:30 pm Wednesday, February 18, 2026**

Committee Members Present: Dan Jones, Tim Stanton, Jason Herbster, Randy Splitt

Committee Members Absent: Terry Jennings

Staff Present: Jim Wiseman-Executive Director, Heidi Jenkins-Superintendent of Recreation

Call to Order by Director Wiseman at 12:32 pm

Review of February 19, 2025 Meeting Minutes

No questions or corrections from the Committee

Proposed Revisions/Additions to Employee Handbook

Director Wiseman reviewed the need and process for the new proposed policy 7.2 Nursing Mothers in the Workplace policy. Brief discussion followed with suggestions from members on how to accommodate the provisions of the policy within the State of IL statute. Director Wiseman mentioned that additional policy development is in process for addressing new statutes i.e. NICU Leave, Organ Donation Leave, revisions to FMLA, etc. Director Jones offered to share the Cary Park District policies to help create the new policies as needed.

Proposed Revisions to the Board/ Agency Policy Manual

Director reviewed proposed revisions to Policy 4.21 Fund Balance Policy which will more clearly clarify the standard for available funds for Capital needs, and the need for a new Ethics policy, 4.24 Ethics Policy, which is needed to meet Distinguished Agency compliance standards. Brief discussion held.

Discussion FY2026/27 Association Staffing

A brief discussion regarding the impending change in leadership with a new Executive Director scheduled to start on May 1st. Superintendent Jenkins mentioned that preliminary ideas have been discussed among Senior leadership staff regarding the current full-time staff recreation structure and suggestions for possible staff recreation position changes. Director Wiseman mentioned that the last time a new Executive Director was named at the Association, positions were reevaluated and a limited number of changes were made. Brief discussion followed.

Comments from Committee Members -None

Adjournment- Herbster motioned; Jones seconded. Adjourned 1:02 pm