NISRA
Northern Illinois
Special Recreation Association

NISRA BOARD OF DIRECTOR'S MEETING
NISRA Office, Crystal Lake
October 21, 2026

1.00 Call to Order: The meeting was called to order at 1:31 PM by Scott Crowe

Roll Call: Dan Jones (Cary), Kurt Reckamp (Crystal Lake), Dave Peterson (Dundee), Jen Hermonson (Elgin), Laura Schraw (Hampshire), Jo Atkinson (Harvard), Scott Crowe (Huntley), Katie Gock (Lake in the Hills), Bill Hobson (McHenry), Tim Staton (Wauconda)

Staff Attending: Heidi Jenkins, Executive Director; Rebecca Moore, Superintendent of Recreation; Patty Panas, Senior Manager of Human Resources & Administration; Tara Mackey, Recording Secretary

2.00 Recognition of Visitors & Matters from the Public:
Executive Director Heidi Jenkins recognized Katie Gock, the new Director of Parks and Recreation for the Village of Lake in the Hills.

3.00 Superintendent's Report:
Superintendent Rebecca Moore reported on September 4, the McHenry Mental Health Board conducted an audit of NISRA's funded programs and NISRA successfully passed with minimal findings. Summer NISRA participation numbers and inclusion participation numbers are included in this report. Moore highlighted the increase in unique individuals served. The theatre troupe performances of Annie Jr are coming up November 13 & 14 at the Cosman Theatre in Huntley. Tickets are on sale if anyone would like to attend. NISRA is also hosting the ITRS basketball tournament in Huntley on November 15.

4.00 Director's Report:
Director Jenkins noted that the IAPD/IPRA Distinguished Accreditation Agency will be coming to NISRA on October 22 to perform their review. Jenkins thanked and recognized Superintendent Moore and Patty Panas, Senior Manager of HR & Administration, for all of their hard work and crucial role with preparing for the review. After the Distinguished Accreditation review, Director Jenkins will focus on the final 2027-2028 budget, work with staff to complete the strategic plan, and complete grant requests for funds. NISRA has been working with Homeyer and Associates, Inc a construction company, to look at the inside and outside of the building to check for repairs/updates that might need to be completed in the future. The company is owned by a NISRA participant's family and are providing the consulting service in-kind.

5.00 Presentation & Acceptance of Consent Agenda Items:
A motion to approve August 19, 2026, Meeting Minutes, Finance Committee Report from September 16, 2026, August 31 & September 30, 2026 Financial Reports, and Warrant #5 & #6 FY 2026/27.
Motion by: Hermonson 2nd by: Peterson
Roll Call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 10
Nays: 0
Motion carried.

6.00 Old Business

7.00 New Business

7.10 Health Insurance Plan Selection for 2027:
Director Jenkins presented the Health Insurance Plan Renewal Plan for 2027, outlining the insurance plan options, costs, and recommendations for 2027. Discussion ensued and questions were addressed.
A motion to approve the 2027 Health Insurance Plan selection form and adopt the schedule of employee premium contribution rates, as presented.
Motion by: Jones 2nd by: Hermonson
Roll Call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 10
Nays: 0
Motion carried

7.20 Approval of FY 2027/28 Member District Dues Multiplier:
Director Jenkins introduced three proposals for the FY 2027/28 Member District Dues utilizing the dues multipliers of .0175,.01725, and .0170. The Finance committee reviewed dues information at the September meeting and recommended the three dues' options be presented at the October Board meeting. The Finance committee recommended a vote be put forth for the .0175 as presented. Discussion ensued.
A motion to approve the proposed FY 2027/28 Member District Dues utilizing the multiplier of .0175 as presented.
Motion by: Hermonson 2nd by: Jones
Roll call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 9
Nays: 1
Motion carried

7.30 Proposed Updates to NISRA Organizational Chart:
Following a review of NISRA's current and anticipated agency needs and based off of the most recent Needs Assessment and annual staff meeting, Director Jenkins is recommending updates to the current organizational chart to address the growth of Adult Day Programs, increase Inclusion support, and strengthen financial and administrative functions. The proposed changes were presented to the Finance Committee at the September meeting. The changes include elevating the Senior Manager of HR and Administration position to Superintendent of HR and Administration position, elevating the Manager of Adult Day Programs to a Senior Manager of Adult Day Programs and Transportation position, changing a Recreation Program Coordinator position to an Adult Day Coordinator position, and moving a Summer Day Camp seasonal coordinator position to a seasonal Inclusion Coordinator position. The Committee recommended presenting the proposed updates to the NISRA Board of Directors at the October meeting.

Jenkins noted that there would be minimal changes to the budget when accounting for the new salaries. If approved, these changes would take effect on January 10, 2027. The Board members praised Jenkins for creating more growth opportunities for employees and NISRA.
A motion to approve changes to NISRA's Organizational Chart as presented.
Motion by: Hermonson 2nd by: Reckamp
Roll call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 10
Nays: 0
Motion carried

7.40 Review and Approval of Revised Board/Agency Policy 5.06 Boundaries Violations Policy
Board/Agency policy 5.06 previously titled *Abused/Neglected Child Reporting Responsibilities* has been revised per PDRMA recommendations adding sections pertaining to various areas of boundary violations as well as mandated reporting requirements.
A motion to approve the proposed revision of Policy 5.06 Boundary Violations Policy as presented.
Motion by: Hermonson 2nd by: Hobson
Roll call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 10
Nays: 0
Motion carried

7.50 Review and Approval of New Board/Agency Policy 5.11 Electronic Communication with Minors and Vulnerable Adults Policy
This new policy is recommended by PDRMA to outline policies for staff on electronic communication. Director Jenkins stated the wording comes directly from PDRMA. After Board discussion, it was recommended to remove 'Rebecca Moore' from the document and use the title of 'Superintendent of Recreation' to replace it.
A motion to approve the proposed Policy 5.11 Electronic Communication with Minors and Vulnerable Adults with recommended name removal.
Motion: Jones 2nd by: Peterson
Roll call: Jones, Reckamp, Peterson, Hermonson, Schraw, Atkinson, Crowe, Gock, Hobson, Staton
Ayes: 10
Nays: 0
Motion carried

8.00 NISRA Foundation Report:
Director Jenkins welcomed Jo Atkins to the Foundation Board. The Foundation has received a $2,500 grant from Stryker and has applied for three other grants through the Walter & Edith Best Foundation, Aptar, and Full Circle. The Women's Golf Outing brought in a net revenue around $6,000. Fund Development Manager, Jamie Lee, is looking to change the event next year to gain more participation, donors, and revenue. The Holiday Fashion Show has 275 attendees to date with 30 models. The fashion show will be at the beginning of the program this year to hopefully ignite the desire to give. Donations are still being accepted, and tickets are still available if you would like to attend. Please let Heidi know if you would be bringing any commissioners/trustee so we can recognize them at the event. The Crystal Lake Dawn Breakers Rotary are putting on Rock'n the Raue event at the Roue Center and ask for support from NISRA in attending this event. Foundation liaison, Jo Atkins reminded the Board about donations for the 'Beers around the World' auction basket.

9.00 Comments from the Directors:
Executive Director of Crystal Lake Park District, Kurk Reckamp, started a discussion about the City of Crystal Lake purchasing the Northwestern HealthBridge building. Discussion and questions were addressed.

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 2:06 PM.
Motion by: Hermonson *2nd by: Schraw*
Motion carried by voice vote.

Minutes respectfully submitted by: Heidi Jenkins
Heidi Jenkins

Minutes recorded by Tara Mackey.