

**NISRA BOARD OF DIRECTOR'S  
MEETING  
Conducted online via ZOOM  
May 19, 2021**

**Meeting Minutes**

- 1.00 Call to Order:** The meeting was called to order at 1:30PM by Dave Peterson
- Roll Call:** Dan Jones (Cary), Jason Herbster (Crystal Lake), Dave Peterson (Dundee), Maria Cumpata (Elgin), Laura Schraw (Hampshire), Thom Palmer (Huntley), Dan Bertrand (Marengo), Bill Hobson (McHenry), Dave Zinnen (Woodstock)
- Staff Attending:** Jim Wiseman, Executive Director and 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 at the meeting, Mia Leyba and Cathy Bott. Mia Leyba formerly from West Suburban Special Recreation Association is NISRA's new Manager of Inclusion. Mia expressed that she was looking forward to being a part of NISRA and shared her background experience. Cathy Bott, NISRA's Senior Manager of Support Staff also attended the meeting, agenda item 7.10 is a Resolution to honor Bott for her years of service, June 18th will be here last day.

***3.00 Superintendent's Report:***

Director Wiseman referred to the written report, included in the board packet, from Superintendent Jenkins due to her being out of the office. Wiseman pointed out that the staff are diligently working to interpret, adjust and respond to the rapidly changing environment with the Restore Illinois plan in anticipation of the Bridge Phase leading to Phase 5 and the CDC, DCO & IDPH guidelines. Summer season begins in June and meetings are being held to adjust and adapt.

***4.00 Director's Report:***

Director Wiseman stated that NISRA received a draft appraisal report of the NISRA office/Sage TR Center from PDRMA completed by Duff & Phelps. The statement of Insurable Values has the property at 285 Memorial Drive appraised at \$4,968,000, Land Improvement at \$26,000 for a total appraisal of \$4,994,000. PDRMA recently collected updated agency payroll information to recalculate member 2020 workers' compensation contributions which determined that NISRA will receive a \$1492.99 rebate which will be made as a credit on the next invoice for Property/Casualty contribution. Wiseman thanked the Board of Directors for his performance review and stated he is currently working on Work Incentives for FY 2021/22, to be approved at the July 21st Board of Directors meeting. Wiseman also shared that NISRA will be hosting its annual recognition night event, on May 20<sup>th</sup> in a scaled back version due to the current pandemic, at the Jewel Tea Pavilion in Citizen Park in Barrington.

**5.00 Presentation & Acceptance of Consent Agenda Items:**

A motion to approve the April 21, 2021 Meeting Minutes, April 2020 Financial Reports, Warrants #12.5 FY 20/21, & Warrant #1, FY 21/22

Motion by: Jones                      2nd by: Herbster

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried.

**6.00 Old Business**

Director Wiseman referred to the copy of the Annual Update of Americans with Disability Act Transition Plan enclosed in the Board Packet and reported that NISRA is on schedule for most of the improvements, however, did not complete all items due to Covid-19. Moving forward in 2021 everything will be addressed and will be up to code.

**7.00 New Business**

**7.10 Resolution Honoring Ms. Cathy Bott for 23 Years of Service to NISRA:**

Director Wiseman read the Resolution honoring Ms. Cathy Bott and upon approval from the Board of Directors Wiseman presented the award to Ms. Bott.

A motion to approve the Resolution Honoring Ms. Cathy Bott for 23 Years of Service to NISRA

Motion by: Palmer                      2nd by: Cumpata

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried.

**7.20 Election of FY21/22 Officers:**

Director Wiseman opened the floor for nomination of board officers for the fiscal year 2021/22.

A motion to approve the current slate for board officers for the fiscal year 2021/22 as follows:

President: Dave Peterson

President-Elect: Laura Schraw

Treasurer: Maria Cumpata

Secretary: Jim Wiseman

Motion by: Palmer      2nd by: Bertrand

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried

**7.30 FY21/22 Calendar of Public Meetings:**

Director Wiseman referred to, the enclosed in the Board Packet, FY 21/22 Calendar and pointed out as in previous years there would be 8 meetings.

A motion to approve the FY21/22 Calendar of Public Meetings as presented

Motion by: McHenry                      2nd by: Cumpata

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried

**7.40 FY21/22 Committee Work Plans & Assignments:**

Director Wiseman referred to the included in the Board Packet Committee Work Plans and standing committees.

*A motion to approve the FY 2021/22 Committee Work Plans & Assignments as presented*

*Motion by: Palmer                      2nd by: Herbster*

*Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen*

*Ayes: 9*

*Nays: 0*

*Motion carried*

**7.50 Disposal of Surplus Equipment belonging to the Association:**

Director Wiseman referenced the memo within the Board Packet and requested permission to sell via public auction 3 HP Pro Desktop /CPU units (the computers are 2 years old and NISRA replaced them through a grant with laptop-docking stations during Covid-19) and requested the disposal of 11 Desktops dated 2011-2015, 2 printers that are non-fixable and an LCD projector via electronic recycling.

*A motion to approve the disposal of surplus equipment as presented*

*Motion by: Bertrand                      2nd by: Hobson*

*Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen*

*Ayes: 9*

*Nays: 0*

*Motion carried*

**8.00 NISRA Foundation Report:**

Director Wiseman informed the board members that the NISRA Foundation would be having their Annual Spring Shoot Out golf outing and encouraged members to sponsor a foursome for the event. The event begins at 10:30 AM, includes a box lunch, 18 holes of golf followed by a reception with heavy hors d'oeuvres and prizes. Wiseman shared that the year's annual giving campaign is doing well, typically the campaign generates \$1,000-\$4,000 in revenue and this year, the first completely digital campaign, generated over \$18,000 in revenue, and he commended the NISRA Foundation for their outstanding efforts last year with fundraising, the Foundation granted NISRA a total of \$140,960.

**9.00 Comments from the Directors:**

Board of Directors discussed what their facilities were doing in regards to face covering and pool policies.

**10.00 Executive Session:**

*A motion to enter Executive Session at 2:19PM for the purpose of the Review of Executive Session Meeting Minutes (5 ILCS 120/2 © (21))*

*Motion by: Palmer                      2nd by: Schraw*

*Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen*

*Ayes: 9*

*Nays: 0*

*Motion carried.*

*President Peterson reconvened open session at 2:25 PM*

**11.00 Action Regarding Executive Session Items:**

A motion to approve and release the Executive Session Meeting Minutes from November 18, 2020 and April 21, 2021 and to continue to hold and not release the January 15, 2014, January 21, 2015, April 15, 2015, August 19, 2015 and August 21, 2019 due to ongoing need for confidentiality regarding litigation.

Motion by: Herbster                      2nd by: Palmer

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried.

**12.00 Adjournment:**

A motion to adjourn the meeting at 2:28 PM.

Motion by: Bertrand                      2nd by: Schraw

Roll Call: Jones, Herbster, Peterson, Cumpata, Schraw, Palmer, Bertrand, Hobson, Zinnen

Ayes: 9

Nays: 0

Motion carried.

Minutes respectfully submitted by:



Jim Wiseman

Minutes recorded by Sue Just.