

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF  
THE SPECIAL LEISURE SERVICES FOUNDATION  
HELD VIA ZOOM ON THE 7<sup>th</sup> OF DECEMBER 2021**

Vice Chairman Crook called the meeting to order at 3:39 p.m.

Those present were: Linda Ballantine, Amy Charlesworth, Al Crook, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontkowski, Ryan Risinger, Kevin Romejko and Dave Speers

Absent were: Carl Arthur, Tom Campone, Anthony Gattuso, Dennis Hanson

Also present were: Tracey Crawford, President; Anne Kiwala, Superintendent of Development; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Tom Draper, Superintendent of Communications and IT; Darleen Negrillo, Superintendent of Administrative Services; Miranda Woodard, Accounting Manager; Liz Thomas, Foundation Manager; Megan O'Brien, Events Coordinator and Jessica Vasalos, Administrative Manager, as recording secretary.

Introduction of Guests

None

Approval of Agenda for December 7, 2021

Vice Chairman Crook asked for a motion to approve the agenda for December 7, 2021. Trustee Risinger made the motion and Trustee Oates seconded the motion. Upon voice vote, the motion carried.

Approval of Minutes for October 19, 2021

Vice Chairman Crook asked for a motion to approve the minutes from the October 19, 2021 meeting. Trustee Oates moved the motion and Trustee Ballantine seconded the motion. Upon voice vote, the motion carried.

Anthony Gattuso arrived at 3:45 pm. However, had audio and video trouble throughout the meeting. When present he is called upon for voting purposes.

Correspondence

Written:

None

Oral:

None

Review of Financial Statements

Miranda Woodard, Accounting Manager reviewed the financial statements with the Board. No questions were raised.

Warrants:

Vice Chairman Crook asked for a motion to approve Warrant 10, dated October 31, 2021 in the amount of \$18,967.33. Trustee Romejko made the motion and Trustee Houser seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Vice Chairman Crook asked for a motion to approve Warrant 11, dated November 30, 2021 in the amount of \$25,683.34. Trustee Risinger made the motion and Trustee Oates seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

#### Old Business

Superintendent Kiwala reviewed the Conflict of Interest Policy statements that are missing. She will reach out again after the meeting to let those Board Members know if their form is still outstanding.

Events Coordinator Megan O'Brien reviewed with the Board the Celebrate Ability Gala wrap up. She reported that this year's event was conducted in a hybrid format allowing for in person as well as zoom attendance. The event netted just under \$60,000 with 180 people in attendance as well as drew the one millionth dollar to be donated to SLSF. Executive Director Crawford gave a special shout out to the SLSF team for a phenomenal event. Trustee Risinger also gave kudos to all staff involved.

#### New Business

##### Installation of Officers

President Crawford asked for a motion to approve the installation of Officers to the SLSF Board of Trustees: 1. Al Crook, Board Chairman, 2. Anthony Gattuso, Board Vice Chairman and Kathy Nowicki as Past Chairman. Trustee Oates moved the motion and Trustee Charlesworth seconded the motion. Upon Voice vote, the motion carried.

##### Recognition of Kathy Nowicki

Vice Chairman Crook read Proclamation P2021-2, honoring Kathy Nowicki.

##### Approval of Terms and Committees

President Crawford asked for a motion to approve the Committees as presented as terms have been removed until Board Members would like to leave the Board. Trustee Oates moved the motion and Trustee Charlesworth seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Approval of Legal Counsel

Vice Chairman Crook asked for a motion to approve legal counsel of Robbins, Schwartz, Nicholas, Lifton & Taylor – Howard Metz as attorney. Trustee Charlesworth moved the motion and Trustee Romejko seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Appointment of President

Vice Chairman Crook asked for a motion to approve Resolution R2021-2 appointing Tracey Crawford, President of SLSF. Trustee Oates moved the motion and Trustee Romejko seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Approval of the Investment Policy

President Crawford asked for a motion to approve the Investment Policy as presented, and will be reviewed annually moving forward. Trustee Romejko moved the motion and Trustee Nowicki seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Approval of Resolution R2021-6 Signature Cards

President Crawford reviewed the signature cards. Vice Chairman Crook asked for a motion to approve the signature cards as presented. Trustee Ballantine moved the motion and Trustee Charlesworth seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

Information/Action Items

Proposed Budget 2022

Superintendent Kiwala and President Crawford explained the budget and addressed any questions that were raised. A question was raised regarding whether or not SLSF was being conservative enough. Superintendent Kiwala explained that with the addition of three new events as well as using a trend comparison, the team is comfortable with the budget that has been presented. Upon no further questions, President Crawford asked for a motion to approve the proposed 2022 budget as presented. Trustee Ballantine moved the motion and Trustee Nowicki seconded the motion. Upon roll being called, the vote was as follows:

AYA: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Diane Hilgers, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontikowski, Ryan Risinger, Kevin Romejko and Dave Speers

NAY: None

The motion carried.

2022 Event Calendar

Superintendent Kiwala reviewed the 2022 event calendar with the Board. No questions were raised.

Adjournment

Being no further business to come before the Board, Vice Chairman Crook called for a motion to adjourn the meeting at 4:10 pm. Trustee Oates moved and Trustee Risinger seconded the motion. Upon voice vote, the motion carried.

  
Secretary