

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE SPECIAL LEISURE SERVICES FOUNDATION
HELD AT THE NWSRA ADMINISTRATIVE OFFICES
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 15th OF OCTOBER, 2019**

Director Oates called the meeting to order at 3:30 p.m.

Those present were: Amy Charlesworth, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, and Terri Oates.

Al Crook arrived at 3:33 pm. Mike Clark arrived at 3:35pm.

Absent were: Carl Arthur, Thomas Campone, Dennis Hanson, Tony LaFrener, Tom Perkins, Jonathan Salk, Jim Houser

Also present were: Tracey Crawford, President; Cathy Splett, Superintendent of Development; Rachel Hubsch and Andrea Griffin, Superintendents of Recreation; Brian Selders, Superintendent of Communications and IT; Darleen Negrillo, Superintendent of Administrative Services; Megan O'Brien, Events Coordinator; Miranda Woodard, Accounting Manager; Jessica Lamb, Foundation Manager; Dave Hanson, Benjamin F. Edwards; Maria Bustamante and Amy Huggelson, Autism Speaks; and Jessica Vasalos, Administrative Manager, as recording secretary.

Introduction of Guests

Superintendent Splett introduced Jessica Lamb, Foundation Manager. Superintendent Griffin introduced Maria Bustamante and Amy Huggelson, from Autism Speaks, who explained the organization's focus and thanked NWSRA/SLSF for their volunteering assistance. The next Autism Speaks event is September 13, 2020. Superintendent Splett introduced Dave Hanson, from Benjamin F. Edwards.

Benjamin Edwards Investment Update

Dave Hanson stated that the market declined during last quarter of 2018, and has now improved. Currently, some money is being reserved for upcoming projects, so returns are slightly lower. Last year investments were down 3.3 percent but are up 9.38 percent this year. The average rate of return for the past 10 years is 5.1 percent. Investments will remain short term due to flat interest rates.

President Crawford announced that Buffalo Grove will likely be the next NWSRA programming space in the spring of 2020. Budgets are being determined. Discussions have also taken place with Hoffman Estates, Schaumburg and South Barrington Park Districts. President Crawford explained hub transportation and how that will make travel to NWSRA programs more convenient for families.

Approval of Agenda for October 15, 2019

Director Oates called for a motion to approve the agenda for October 15, 2019. Director Hilgers made the motion and Director Charlesworth seconded the motion. Upon voice vote, the motion carried.

Approval of Minutes for May 21, 2019

Director Oates called for a motion to approve the minutes for the May 21, 2019 meeting. Director Charlesworth moved and Director Clark seconded the motion. Upon voice vote, the motion carried.

Correspondence

Written: President Crawford stated that a thank you note was received from Julie Clausen and Gerri Estvanik for inviting them to the golf outing. A note from the Houser family was received for everything that was sent in memory of Judy. Allyson Houser sent a note for the Crave Box. Melissa Kress, from Hanover Park Park District, sent a note thanking NWSRA for sponsoring and volunteering for the 2019 Wheelchair Classic. Allison Liccar sent a letter complimenting NWSRA staff for their assistance at Blackberry Farm, and Ricky Novit sent a letter complimenting NWSRA staff for their assistance at Pirate's Cove.

Oral: None

Superintendent Splett announced that Brian Rubin is retiring from his law firm and from the SLSF Board.

SLSF Reports 3rd Quarter Report

Superintendent Splett reported that she and Jessica Lamb have attended networking events, which have generated leads for potential sponsorships. There are currently 29 monthly donors. Tap House Grill selected SLSF as the recipient of a donation from their golf outing. Superintendent Splett explained the segmentation strategy of the holiday appeal mailing list for personalized messaging.

Events

Megan O'Brien, Events Coordinator, stated that Moretti's/NWSRA Golf Outing had 89 golfers and raised \$4000 more than last year. The Arlington Classic Golf Outing had 67 golfers, which was slightly down from last year; the proceeds were under budget. Jessica Lamb stated that the Women's Golf Outing was rescheduled due to weather. Old Orchard Golf Course hosted the event and Manager Lamb complimented their staff. There were 56 golfers, and the event netted more than \$13,000, which was slightly above budget. Megan O'Brien reported that the Buffalo Grove Golf Outing, a partnership with the Buffalo Grove Rotary, had 99 golfers and raised more than \$35,000, which was over budget. Superintendent Splett reported that the Palatine Golf Outing was cancelled due to weather. Vouchers were offered to those who came to the dinner. The T&M Golf Outing raised \$18,000.

President Crawford discussed the shift in mindset, that the event fee is a donation, rather than a refundable golf fee.

Grants

Superintendent Splett reported that \$21,000 in grants have been received since the May Board meeting. SLSF had requested more than \$27,000. Many organizations are not inviting agencies with whom they do not have an existing relationship to apply for grants.

Goals

Superintendent Splett asked for any questions from the Board members about the goals. There were none.

Marketing and Public Relations

Superintendent Selders reported that the Facebook ad optimization project has been completed. SLSF now has more than 1000 "likes." Staff has been working on event invitations and flyers. There are new SLSF event videos. A new NWSRA brand video will be unveiled at Celebrate Ability. SLSF is in the process of gathering more participant stories for the Stories page on the website.

NWSRA Program Report

Superintendent Griffin related a story about an individual who has participated in several NWSRA programs with much difficulty, and is currently in the STAR Academy program. Through coordination of resources with the school, park district, and NWSRA, the child has shown significant improvement.

Review of Financial Statements/Investments

Miranda Woodard, Accounting Manager, stated that Dave Hanson covered the material; there was nothing new to add.

Approval of Warrant #6

Director Oates called for a motion to approve Warrant #6, dated June 30, 2019, in the amount of \$99,495.42. Director Charlesworth made the motion and Director Crook seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Approval of Warrant #7

Director Oates called for a motion to approve Warrant #47, dated July 31, 2019, in the amount of \$21,971.04. Director Charlesworth made the motion and Director Nowicki seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Approval of Warrant #8

Director Oates called for a motion to approve Warrant #8, dated August 31, 2019, in the amount of \$19,852.69. Director Crook made the motion and Director Hilgers seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Approval of Warrant #9

Director Oates called for a motion to approve Warrant #9, dated September 30, 2019, in the amount of \$13,707.07. Director Nowicki made the motion and Director Charlesworth seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Approval of Warrant #10

Director Oates called for a motion to approve Warrant #10, dated October 15, 2019 in the amount of \$800.00. Director Crook made the motion and Director Clark seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Old Business NWSRA Project Updates Snoezelen Sensory Room at Mount Prospect

Superintendent Griffin reported that the Snoezelen Sensory Room at Mount Prospect will be installed October 28th – 30th.

Dream Lab Accessible Technology Center at Rolling Meadows

Superintendent Selders reported that everything is installed for the Dream Lab at Rolling Meadows, including computers and virtual reality stations. Superintendent Hubsch noted that a pilot program was held with a group of PAL participants. Programs will begin in the winter.

Community Sensory Garden at Hanover Park

Superintendent Griffin stated that phase one of the Sensory Garden at Hanover Park is complete. The path has been laid along with planter boxes. Phase two – planting – will be done in the spring.

Superintendent Selders announced that information about projects can be accessed at NWSRA.org/projects.

NWSRA Programming Space 4 – Wheeling Update

Superintendent Griffin stated that the NWSRA programming space in Wheeling will open in February. Wheeling PURSUIT will be begin in November and held at Hanover Park and Mount Prospect.

New Business Celebrate Ability

Superintendent Splett reminded the Board that Celebrate Ability will be held on November 8, 2019. The impact auction will provide for items needed for the Sensory Garden.

NWSRA Grant

Superintendent Hubsch reviewed the line items of grants and respective project categories.

Resolution 2019-10 Change of Authorized Agent

President Crawford call for a motion to approve the change of SLSF Authorized Agent from Heidi Katz, who retired, to Howard Metz, from Robbins, Schwartz, Nicholas, Lifton and Taylor, Ltd. Director Charlesworth made the motion and Director Clark seconded the motion. Upon roll being called, the vote was as follows:

AYA: Amy Charlesworth, Mike Clark, Al Crook, Anthony Gattuso, Diane Hilgers, Agnes Laton, Kathy Nowicki, Terri Oates

NAY: None

The motion carried.

Information/Action Items SLSF Retreat

President Crawford recapped the work done at the recent SLSF retreat. The attendees revisited the SLSF mission statement, worked to create a vision statement, and reviewed the progress of the development plan. The Board was given the new mission and vision statements and core values to review and discussion will continue via electronic voting through December.

Holiday Luncheon

Superintendent Splett informed the Board that the Holiday Luncheon will be held at Chandlers on December 11, after the NWSRA Board Meeting.

2020 Board Meeting Schedule

President Crawford stated that the 2020 Board Meeting schedule is being compiled.

Conflict of Interest Policy and Annual Statement

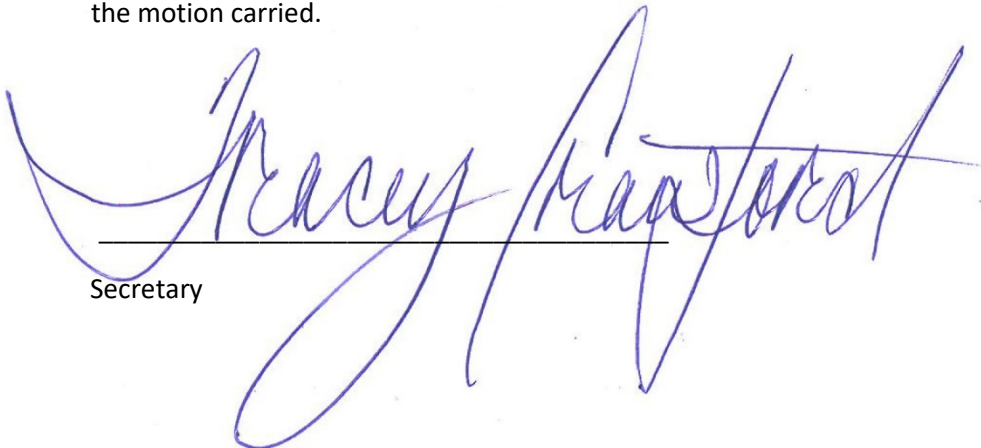
Superintendent Splett distributed Conflict of Interest Policy statements for the Board Members to review and sign.

Other

Adjournment

Being no further business to come before the Board, Director Oates called for a motion to adjourn the meeting at 4:37pm. Director Clark moved and Director Gatusso seconded the motion. Upon voice vote, the motion carried.

Secretary

A large, stylized handwritten signature in blue ink, appearing to read "Tracye Crawford", is written over a horizontal line. The signature is fluid and cursive, with a large initial 'T' and 'C'.