

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE SPECIAL LEISURE SERVICES FOUNDATION
HELD VIA ZOOM, ON THE 25th OF JANUARY, 2022**

Trustee Crook called the meeting to order at 3:35 p.m.

Those present were: Amy Charlesworth, Al Crook, Diane Hilgers, Anthony Gattuso, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontkowski, Ryan Risinger, Kevin Romejko, Jonathan Salk, Dave Speers

Tom Perkins arrived at 3:43 pm

Linda Ballantine arrived at 3:46 pm

Absent were: Carl Arthur, Thomas Campone, Dennis Hanson

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

Introduction of Guests

Superintendent Griffin informed the Board that the new intern, Jasper Shorr could not attend as he was at a program. New Board Member Bret Fahnstrom is present as a guest until induction later in the agenda.

Approval of Agenda for January 25, 2022

Trustee Crook called for a motion to approve the agenda for January 25, 2022. Trustee Charlesworth made the motion and Trustee Romejko seconded the motion. Upon voice vote, the motion carried.

Approval of Minutes for December 7, 2021

Trustee Crook called for a motion to approve the minutes for December 7, 2021. Trustee Nowicki moved and Trustee Oates seconded the motion. Upon voice vote, the motion carried.

Correspondence

Written:

None

Oral:

None

SLSF Reports

Superintendent Kiwala and her staff reported on the 2021 Year End Report. She touched on \$86,451 in sponsorship dollars which represents a 40% increase. Events has a budget amount of \$150,202 with \$203,947.36 received. The GMFS grossed \$35,000 in spite of COVID-19 guidelines. Celebrate Ability was hosted with both in person and virtually and grossed \$76,000. Kilwins Fudge fundraiser was a huge success as Kilwins couldn't keep their fudge in stock.

Grants

Superintendent Kiwala reviewed the grants received for 2021. Grants saw many applications that totaled \$179,013 in private grants and \$10,000 in governmental grants. From those sent \$160,474 has been approved and received in 2021. FY2022 will target revisiting grants that were not approved.

Annual Appeal

Superintendent Kiwala briefly outlined the plan for the Annual Appeal during the harder times that COVID-19 brought. This appeal represented a 50.2% open rate. The Annual Appeal showed a \$9,090 decrease from 2020 to 2021.

Giving Comparisons

Superintendent Kiwala reviewed the comparisons from 2020 to 2021. The total ask of NWSRA to SLSF for FY 2021 was \$234,000 down (due to not funding any capital improvements for NWSRA) from FY2020 from \$333,371.

2021 Event Wrap Ups

Event Coordinator Megan O'Brien reported to the Board an overall comparison of 2020 to 2021. Overall the net profit for the year was just under \$58,000. She then reviewed the budget vs actual for each of events. Working with Terrazzo and Marble to get the T&M Golf Outing back onto the schedule for 2022. Foundation Manager, Liz Thomas reported that staff are working on sponsors for the GMFS.

2022 4th Quarter Goals

Superintendent Kiwala stated that the goals would be reviewed in greater detail during the Year.

Tom Perkins left at 3:53 pm.

FY 2021 Year End Financial Wrap Up

Superintendent Kiwala reviewed the Year End balances and the suggestion, aligned with the Fund Balance, for the beginning balance for 2022. Superintendent Kiwala asked for a motion to approve the recommendation of starting the year with \$60,000 and transferring the remaining funds \$18,858.45 to the Restricted Reserve Fund (after the audit is completed). Trustee Ballantine made the motion and Trustee Oates approved the motion. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Marketing and Public Relations

Superintendent Draper reported that staff have been busy with 2022 events. The fashion show videos are being completed and they are working on the NWSRA and SLSF Annual reports. Staff did an outstanding job with the marketing plan and is steadily working on the GMFS. Trustee Ballantine gave major kudos to the marketing staff regarding the year in review video that was shared. She also loved the 40th year anniversary video.

NWSRA Program Report

Superintendent Griffin relayed a story about the PUNS night she attended. At this event was a mother that was struggling with her child. She explained to this mother about the programs and services that NWSRA and SLSF provide to member district families. Ms. Griffin informed the mom that there is plenty of assistance for her children to ensure that they can experience meaningful and purposeful leisure. She assured her that support and services are available to her. Superintendent Griffin also shared a story of a participant of the Palatine Stables, horseback riding programs. This is her favorite program.

Review of Financial Statements/Investments

Business Manager Woodard reviewed the financials and reported to the Board that everything is looking good and we were looking forward to the Audit. SLSF is doing well in spite of the rates struggling in the market.

Approval of Warrant #11

Trustee Crook called for a motion to approve Warrant #12, dated December 31, 2021 in the amount of \$215,882.27. Trustee Charlesworth made the motion and Trustee Salk seconded the motion. Upon roll being called, the vote was as follows:

AYE: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontkowski, Ryan Risinger, Kevin Romejko, Jonathan Salk and Dave Speers

NAY: None

The motion carried.

Approval of Warrant #1

Trustee Crook called for a motion to approve Warrant #1, dated January 25, 2022, in the amount of \$65.00. Trustee Oates made the motion and Trustee Speers seconded the motion. Upon roll being called, the vote was as follows:

AYE: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontkowski, Ryan Risinger, Kevin Romejko, Jonathan Salk and Dave Speers

NAY: None

The motion carried.

Old Business

None

New Business

SLSF Retreat

Soar Analysis/Strategic Plan

President Crawford and Superintendent Kiwala informed the Board SLSF staff had a retreat in January to review SLSF's Strengths, Opportunity's, Aspirations and Results) This evaluation allows for identifying goals and core strategies in 2022 for SLSF. President Crawford and

Superintendent Kiwala reviewed the Four Core Strategies that were developed during the SLSF retreat as well as goals that were written for FY2022. Superintendent Kiwala asked for a motion to approve the Strategic Plan for FY2022. Trustee Romejko moved the motion and Trustee Risinger seconded the motion. Upon roll being called, the vote was as follows:

AYE: Linda Ballantine, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Jay Morgan, Kathy Nowicki, Terri Oates, Rafal Piontkowski, Ryan Risinger, Kevin Romejko, Jonathan Salk and Dave Speers

NAY: None

The motion carried.

Installation of New Board Member

Installation of Officers

President Crawford asked for a motion to approve the installation of new Board Member, Bret Fahnstrom. Trustee Oates moved the motion and Trustee Morgan seconded the motion. Upon Voice vote, the motion carried.

2021 Year in Review

At this time the SLSF team presented a year in review for 2021. The presentation is available on the SLSF Directors site.

Adjournment

Being no further business to come before the Board, Trustee Crook called for a motion to adjourn the meeting at 4:50 pm. Trustee Fahnstrom moved and Trustee Romejko seconded the motion. Upon voice vote, the motion carried.


Secretary