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NORTHERN SUBURBAN SPECIAL RECREATION ASSOCIATION

Board of Directors Personnel Committee Meeting June 7, 2021 at 10:15 am (Virtual) (Approved July 12, 2021)

MEMBERS PRESENT

The meeting was called to order at 10:16 am by Jim Hospodarsky. Those present included **Jeff Nehila**, Deerfield; **Lisa Sheppard**, Glencoe; **Jim Hospodarsky**, Highwood; and **George Alexoff**, Northfield.

Other Board members present included **Kris Ford**, Village of Riverwoods.

Those absent included **Johnathan Kiwala**, Kenilworth and **John Peterson**, Winnetka.

STAFF AND OTHERS PRESENT

NSSRA staff present included **Craig Culp**, Executive Director (departed at 10:29 am); **Candice Cunningham**, Superintendent (departed at 10:29 am); **George Pappas**, Superintendent (departed at 10:29 am); **Mel Robson**, Superintendent (departed at 10:29 am); and **Kate Berry**, Executive Assistant.

CALL TO ORDER AND ROLL CALL (INCLUDING PERMISSION TO RECORD)

The meeting was called to order at 10:16 am. Roll call, including permission to record, was taken. **YES:** Deerfield, Glencoe, Northfield and Highwood. **NO:** None. **ABSENT:** Kenilworth and Winnetka.

APPROVAL OF AGENDA

Nehila moved and Sheppard seconded to approve the agenda of the June 7, 2021 Board of Directors Personnel Committee meeting. A roll call vote was taken. **YES:** Deerfield, Glencoe, Northfield and Highwood. **NO:** None. **ABSENT:** Kenilworth and Winnetka.

MATTERS FROM THE PUBLIC

There were no matters from the public at this meeting.

STAFF MERIT INCREASES

Culp recommended no increase to staff salaries in the 2021 budget because of the furlough of NSSRA staff members during the pandemic and is now recommending a 3% merit pool for all full-time staff salary increases that would go into effect with the July 2 payroll. The estimated budgetary impact for the merit pool increases is \$20,675. NSSRA's year to date budget is tracking well ahead of the budgeted \$89,039 surplus because of open staff positions during the pandemic.

Sheppard moved and Alexoff seconded that the Personnel Committee recommend to the Board of Directors at the June 17, 2021 meeting approve a 3% merit pool for staff salaries effective starting July 2, 2021 payroll. A roll call vote was taken. **YES:** Deerfield, Glencoe, Northfield and Highwood. **NO:** None. **ABSENT:** Kenilworth and Winnetka.

CLOSED SESSION

Alexoff moved and Sheppard seconded that the meeting go to closed session pursuant to 5 ILCS 120/2 et seq. to discuss personnel 2(c)(1) at 10:28 am. A roll call vote was taken. **YES:** Deerfield, Glencoe, Northfield and Highwood. **NO:** None. **ABSENT:** Kenilworth and Winnetka.

The meeting arose from closed session at 10:49 am.

ACTION ON ITEMS THAT WERE DISCUSSED IN CLOSED SESSION, IF ANY

Executive Director Automotive Benefit

Sheppard moved and Alexoff seconded that the Personnel Committee recommend to the NSSRA Board of Directors at the June 17, 2021 meeting a change of the Executive Director's benefit from an Agency-provided vehicle to a car allowance of \$650 per month, with the change in benefit occurring within 60 days of Board approval and that the benefit be prorated according to the date the Agency vehicle is returned. A roll call vote was taken. **YES:** Deerfield, Glencoe, Highwood and Northfield. **NO:** None. **ABSENT:** Kenilworth and Winnetka.

ADJOURNMENT

There being no further business, **Nehila moved and Alexoff seconded** to adjourn the meeting at 10:53 am. A voice vote showed unanimous approval. A roll call vote was taken. **YES:** Deerfield, Glencoe, Northfield and Highwood. **NO:** None. **ABSENT:** Kenilworth and Winnetka.



Submitted by Craig Culp, Secretary