

**NORTHWESTERN ILLINOIS ASSOCIATION
SPECIAL EXECUTIVE BOARD MEETING #4 FY14 AGENDA
Ogle County Education Center
Byron, Illinois
Wednesday, December 11, 2013
4:00 p.m.**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, December 11, 2013
Time: 4:00 p.m.
Location: Ogle County Education Center, Byron, Illinois
Type of meeting: Special
Name of person taking the minutes: Jean Tritle, Board Secretary
Name of person(s) presiding: Sarah Willey, Chairperson

The meeting was called to order at 4:02 p.m.

II. ROLL CALL

Members in attendance:

1. Cathy Countryman
2. Dennis Daly
3. Drew Hoffman
4. Mike Noble
5. Karen Sanders
6. Pamela Scanlan
7. Lisa Wiet
8. Sarah Willey
9. Tom Zelten

Absent:

1. Kimberly Moore
2. Shelley Nacke

Also present:

1. Laura Frankiewicz, Regional Director
2. Jean Tritle, Board Secretary

III. APPROVAL OF AGENDA

Motion made by: Zelten
Motion: to approve the agenda as presented
Motion seconded by: Daly
The Chairperson asked for a voice vote.
Voice Vote: "Ayes" – All "Nays" – None
Action: Pass

IV. PUBLIC PARTICIPATION

Reception of Guests & Visitors & Opportunity for Public Comment

There were none present.

V. CLOSED SESSION TO CONSIDER THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY SECTION 2.01 [5 ILCS 120/2.01].

Motion made by: Daly
Motion: to move into Closed Session at 4:03 p.m.
Motion seconded by: Scanlan

The Chairman asked for a roll call

Roll Call:

“Ayes” – Countryman, Daly, Hoffman, Noble, Sanders, Scanlan, Wiet, Willey, Zelten

“Nays” – None

Action: Approved

Motion made by: Daly
Motion: to move return to Open Session at 4:20 p.m.
Motion seconded by: Hoffman

The Chairman asked for a roll call

Roll Call:

“Ayes” – Daly, Hoffman, Noble, Sanders, Scanlan, Wiet, Willey, Zelten, Countryman

“Nays” – None

Action: Approved

VI. CONSENT AGENDA

- A. Approval of Open Session Minutes of Meeting #3 on November 20, 2013**
- B. Approval of Closed Session Minutes of Meeting #3 on November 20, 2013**
- C. Approval of Personnel Reports for December 11, 2013**
- D. Approval of Accounts Payable for the December 2013 (Handout)**

Motion made by: Hoffman
Motion: to approve the Consent Agenda as presented.
Motion seconded by: Sanders

No discussion.

The Chairperson asked for a roll call:

Roll Call:

“Ayes” – Hoffman, Noble, Sanders, Scanlan, Wiet, Willey, Zelten, Countryman, Daly

“Nays” – None

Action: Approved

VII. REGIONAL DIRECTOR’S REPORT

A. HLERK – The Extra Mile – December 2013 Edition

No discussion

B. Central #301 Update

Frankiewicz explained that the Hearing Impaired Program is located in this district. She will be meeting with their Superintendent, Assistant Superintendent, and Finance Director on Friday morning to finalize the details of the rental agreement, which is a two-year lease with a third year option, allowing the Hearing Impaired Program to remain in Burlington. All of the grade school classes will remain at HB Thomas Grade School, though we will be occupying fewer classrooms. Frankiewicz added that the school district officials have been incredibly supportive of the program. Since they are also represented by the HLERK attorneys, Frankiewicz will ask the district if they would be willing to allow HLERK to work on a collaborative basis with both entities to draft the agreement.

C. HSA Update

Frankiewicz reported that the annual Open Enrollment period for insurance benefits was held during the month of November and that the number of employees participating in the Health Savings Account (HSA) insurance plan had nearly doubled, with only one employee reverting back to the PPO plan for 2014. Frankiewicz stated that the employees seemed very interested in learning about the plan this year. She is interested in doing a presentation on implementing HSA plans in school districts at the next Triple I meeting.

VIII. ACTION ITEMS

A. Approval of Lease Agreement for the NIA St. Charles Office

Motion made by: Noble
Motion: to approve the Lease Agreement for the NIA St. Charles Office
Motion seconded by: Daly

Frankiewicz reported that the lease for the St. Charles office will be extended for five years (expires February 28, 2019) and that the rent will remain at the current rate for that whole period of time; the only increases we will see will be for taxes and operating costs. Frankiewicz recommended that the Board approve the agreement.

The Chairperson asked for a roll call:

Roll Call:

“Ayes” – Noble, Sanders, Scanlan, Wiet, Willey, Zelten, Countryman, Daly, Hoffman

“Nays” – None

Action: Approved

B. Approval of the Regional Director’s Contract for FY15

Motion made by: Zelten

Motion: to approve the Regional Director’s Contract for FY15

Motion seconded by: Daly

Frankiewicz’s contract will be renewed for one more year, with no change in salary or benefits. Hoffman thanked Frankiewicz for her willingness to stay on. Frankiewicz stated that this will be her last year and she will use this time to wrap up several ongoing projects so that she can leave the organization in a good place for her successor.

The Chairperson asked for a roll call:

Roll Call:

“Ayes” – Noble, Sanders, Scanlan, Wiet, Willey, Zelten, Countryman, Daly, Hoffman

“Nays” – None

Action: Approved

C. Appointment of Regional Director Search Committee

Motion made by: _____

Motion: to appoint the Regional Director Search Committee

Motion seconded by: _____

Item died due to lack of a motion.

IX. Chairperson’s Comments and Other Business

Frankiewicz reminded the Board that their next meeting will take place on January 22, 2014. The Budget and Finance Committee will meet on January 10, 2014.

Hoffman asked the Board members if they would consider changing the starting time of the Board meetings to 4:00 p.m. A poll was taken of the members who were present and they all agreed that 4:00 would work for them. Frankiewicz stated that she would check with Moore and Nacke to see if they would also be in agreement with the time change.

X. ADJOURNMENT – The Chairperson asked for a motion to adjourn the meeting.

Motion made by: Hoffman

Motion: to Adjourn

Motion seconded by: Sanders

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” - All “Nays”- None

Action: Passed

The meeting was adjourned at 4:36 p.m.