

**NORTHWESTERN ILLINOIS ASSOCIATION  
EXECUTIVE BOARD MEETING #5, FY11 AGENDA**

**Open Meeting Minutes**

**I. CALL TO ORDER**

Date: Wednesday, March 16, 2011

Time: 5:00 p.m.

Location: Ogle County Education Center in Byron, Illinois

Type of meeting: Regular

Name of person taking the minutes: Dianne Fraedrich, Board Secretary

Name of person(s) presiding: Laura Frankiewicz, Regional Director

**II. ROLL CALL**

Members in attendance:

1. Jay Augustine
2. Carla Cumblad
3. Cynthia Dennis
4. Drew Hoffman
5. Mike Noble
6. Wayne Riesen
7. Karen Sanders
8. Pamela Scanlan
9. Lisa Wiet

Members absent:

1. Sheri Smith
10. Sarah Willey
2. Tom Zelten

Also present:

1. Laura Frankiewicz, Regional Director
2. Dianne Fraedrich, Board Secretary

**III. ELECTION OF CHAIRPERSON PRO TEM**

**Motion made by: Hoffman**

**Motion: to approve Wayne Riesen as the Chairperson Pro Tem.**

Motion seconded by: Noble

**Frankiewicz asked for a voice vote.**

**Voice Vote:** "Yeas" – All "Nays" – None

**Action: Passed**

**Board member Riesen assumed his position as Chairperson Pro Tem for this meeting.**

#### **IV. APPROVAL OF AGENDA**

**Motion made by: Sanders**

**Motion: to remove Action Item IX. E. and approve the amended agenda.**

Motion seconded by: Dennis

**The Chairperson Pro Tem asked for a voice vote.**

**Voice Vote:** “Yeas” – All “Nays” – None

**Action: Passed**

#### **V. PUBLIC PARTICIPATION**

**Reception of Guests & Visitors & Opportunity for Public Comment – There were none.**

**Motion made by: Sanders**

**Motion: to move into Closed Session at 5:04 p.m.**

Motion seconded by: Scanlan

**The Chairperson Pro Tem asked for a roll call.**

Roll Call: “Ayes” – Dennis, Hoffman, Noble, Riesen, Sanders, Scanlan, Wiet

“Nays” – None

**Action: Passed**

**Cumblad arrived at 5:08 p.m. and Jay Augustine arrived at 5:10 p.m.**

#### **VI. 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 2.06 [5ILCS 120/2.06].**

**Motion made by: Augustine**

**Motion: to move into Open Session at 5:15 p.m.**

Motion seconded by: Wiet

**Chairperson Pro Tem asked for a voice vote.**

**Voice Vote:** “Yeas” – All “Nays” – None

**Action: Passed**

#### **VII. CONSENT AGENDA**

**A. Approval of Minutes of FY11 Meeting #4 on February 23, 2011**

**B. Approval of Closed Session Minutes of FY11 Meeting #4 on February 23, 2011 (Handout)**

**C. Approval of Personnel Report**

**D. Approval of Accounts Payable for the Month of March, 2011 (Handout)**

**E. Acknowledgment of Receipt of Treasurer’s Report for the Month of February, 2011 (Handout)**

**Motion made by: Hoffman**

**Motion: to approve the original Consent Agenda as presented.**

Motion seconded by: Dennis

**The Chairperson Pro Tem asked for a roll call.**

**Roll Call:**

“Ayes” – Hoffman, Noble, Riesen, Sanders, Scanlan, Wiet, Augustine, Cumblad, Dennis

“Nays” – None

**Action: Passed**

**VIII. REGIONAL DIRECTOR’S REPORT**

**A. HLERK – The Extra Mile – March 2011** – Laura Frankiewicz shared that a copies of these publications were included in the board packets.

**B. Elgin Audio Booth Update** – Frankiewicz said that we have already received a \$500.00 check from Gordon Stowe and the audio booth will be moved out at the end of the month.

**IX. ACTION ITEMS**

**A. Staff Dismissals (Handout)**

**1. Motion to Approve the Resolution Authorizing Honorable Dismissal of Educational Support Personnel Employees** – Frankiewicz said that we need to do this now and we will determine whether or not we rehire them later on in the year.

**Motion made by: Noble**

**Motion: to approve the Resolution Authorizing Honorable Dismissal of Educational Support Personnel Employees.**

Motion seconded by: Sanders

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Noble, Riesen, Sanders, Scanlan, Wiet, Augustine, Cumblad, Dennis, Hoffman

“Nays” – None

**2. Motion to Approve the Resolution Authorizing Non-Reemployment of Part-time Educational Support Personnel Employees** – Frankiewicz said some of these people may be hired back for next year, but that would be determined later on in the year.

**Motion made by: Dennis**

**Motion: to approve the Resolution Authorizing Non-Reemployment of Part-time Educational Support Personnel Employees.**

Motion seconded by: Augustine

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Riesen, Sanders, Scanlan, Wiet, Augustine, Cumblad, Dennis, Hoffman, Noble

“Nays” – None

**Action: Passed**

**B. Review of Closed Session Minutes and Consideration of Release of Closed Executive Session Minutes** – Frankiewicz stated that it is her recommendation that the current items on the Closed Session Minutes list remain closed. A brief discussion followed.

**Motion made by:** Hoffman

**Motion:** to approve that the Closed Session Minutes listed remain closed.

Motion seconded by: Scanlan

**Chairperson Pro Tem asked for a voice vote.**

**Voice Vote:** “Yeas” – All “Nays” – None

**Action:** Passed

**C. Approval of Regional Director Evaluation** – Frankiewicz stated that she was pleased with her evaluation and she appreciated everyone’s input.

**Motion made by:** Hoffman

**Motion:** to approve the Regional Director Evaluation.

Motion seconded by: Scanlan

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Scanlan, Wiet, Augustine, Cumblad, Dennis, Hoffman, Noble, Riesen, Sanders

“Nays” – None

**Action:** Passed

**D. Budget and Finance Committee Report**

1. **Approval of FY12 Non-Teaching Staff Salary Adjustments** – Frankiewicz said that the Budget and Finance Committee recommend a 2% increase for excellent evaluations and ratings for Non-Teaching Staff Salary Adjustments for FY12 and 1% for satisfactory evaluations and ratings. The Budget and Finance Committee considered a salary freeze but there was concern that freezing all salaries, with the majority being therapy staff, would have a negative effect on recruitment and retention of therapy staff.

**Motion made by:** Augustine

**Motion:** to approve the FY12 Non-Teaching Staff Salary Adjustments.

Motion seconded by: Dennis

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Wiet, Augustine, Cumblad, Dennis, Hoffman, Noble, Riesen, Sanders, Scanlan

“Nays” – None

**Action:** Passed

2. **Approval of FY12 Teaching Staff Salary Adjustments** – The Budget and Finance Committee is recommending that for FY12, the NIA Teacher salary schedule be suspended and that NIA teachers receive a 2% increase or lane increase if eligible but not both. The committee and Frankiewicz agree that cannot justify a 3.5% increase when the rest of the staff get a 2% increase as was the case last year with the soft freeze approved

for teachers. But the committee recommends that teachers get their lane increase, if eligible, because teachers have been encouraged to pursue professional advancement and we do not want to discourage them.

**Motion made by:** Augustine

**Motion:** to approve the FY12 Teaching Staff Salary Adjustments.

Motion seconded by: Hoffman

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Augustine, Cumblad, Dennis, Hoffman, Noble, Riesen, Sanders, Scanlan, Wiet

“Nays” – None

**Action:** Passed

3. **Approval of FY12 Staff Insurance Contribution** – Frankiewicz said we are in tough economic times and the era of employer paid insurance is over. For FY12, Frankiewicz recommended to the Budget and Finance Committee that NIA employees pay \$300 per month towards their health, dental and life insurance package. The committee recommends that the board accept this proposal. Augustine shared that it’s a typical practice to have staff contribute to their health insurance.

**Motion made by:** Augustine

**Motion:** to approve the FY12 Staff Insurance Contribution.

Motion seconded by: Scanlan

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Cumblad, Dennis, Hoffman, Noble, Riesen, Sanders, Scanlan, Wiet, Augustine

“Nays” – None

**Action:** Passed

4. **Approval to Amend Regional Director’s Employment Contract** – Frankiewicz said she hopes the Board will approve the amendment to her employment contract to include the same employee contributions for their health, dental and life insurance package as the rest of the staff.

**Motion made by:** Scanlan

**Motion:** to consider approving the amendment of the Regional Director’s Employment Contract to include the same employee contributions for their health, dental and life insurance package as the rest of the staff.

Motion seconded by: Cumblad

**The Chairperson Pro Tem asked for a Roll Call.**

**Roll Call:**

“Ayes” – Dennis, Hoffman, Noble, Riesen, Sanders, Scanlan, Wiet, Augustine, Cumblad

“Nays” – None

**Action:** Passed

**E. Deleted from the Agenda – Approval of Therapy Student Stipend – Moira Priven (Handout)** – This item was removed from the Agenda at the beginning of the meeting in item IV. Approval of Agenda.

**X. CHAIRPERSON’S COMMENTS AND OTHER BUSINESS** – Wayne Riesen asked if there was anyone that had a desire to change the board meeting time to an earlier time of day. Scanlan and Cumblad both said that 4:00 p.m. is the earliest they could come. Augustine, Dennis, Hoffman, Noble and Wiet said they were flexible. Sanders said 4:00 p.m. was good for her. Noble said it wouldn’t be a problem using their meeting room at 4:00 p.m., because it is available at that time. Frankiewicz indicated that she would poll all board members again regarding an earlier start time and report at the next meeting..

**XI. ADJOURNMENT** – The Chairperson adjourned the meeting.

**ADJOURNED: 5:39 p.m.**