

**AGENDA**  
**KISHWAUKEE SPECIAL RECREATION ASSOCIATION BOARD MEETING**

**Tuesday, June 12, 2018 – 1:30 PM**  
Meeting held at the DeKalb Park District  
1403 Sycamore Road, DeKalb, IL. – basement level

1. Meeting Called to Order
2. Approval of Agenda
3. Approval of Minutes from April 10, 2018 meeting – p. 1-4
4. Financial Report – p. 5-26
5. Old Business
  - a. Review of Standards of Procedure for Fraud and Corruption Control Policy – p. 27-38
  - b. Action of approval of Standards of Procedure for Fraud and Corruption Control Policy
  - c. Review of Standards of Procedure for Petty Cash Policy – p. 39-43
  - d. Action of approval of Standards of Procedure for Petty Cash Policy
  - e. Review Imprest Checking Account Policy – p. 44
  - f. Action of approval of Imprest Checking Account Policy
  - g. Review Credit Card Standards Policy – p. 45
  - h. Action of approval of Credit Card Standards Policy
  - i. Update on utilizing Open Meeting Act policy for meetings – requesting Board of Directors OMA Certification for file
6. New Business
  - a. FY 2017 Audit Presentation by Dennis Hildebrandt – Siepert and Co. – p. 46-92
  - b. Review of KSRA and DeKalb Park District lease agreement – p. 93-107
  - c. Action on approval of KSRA and DeKalb Park District lease agreement
  - d. General Programs – Summer, 2018 program report, Camp Maple Leaf, staffing/volunteers, trainings, internships provided – p. 108-110, 137-140
  - e. Inclusion Services – for April and May, 2018
  - f. SWOT Analysis discussion and timeline – p. 112-130
  - g. Acceptance of resignation of Executive Director – p. 131-133
  - h. Discussion of Executive Director search and succession plan – p. 134-137
7. Announcements
8. Adjournment

**2018 Approved KSRA Board Meeting dates and times:**

August 14, 2018– 1:30 PM- Flagg-Rochelle Park District - Marina

October 9, 2018– 1:30 PM- Sandwich Park District – Multi-purpose Room

December 11, 2018 –1:30 PM – Genoa Township Park District – Fitness Center - is 333 E 1st St., Genoa, IL.

**Date of Notice: June 8, 2018**

**Assistive services will be provided upon request.**

**KSRA mission: To serve all residents who have a disability and to facilitate the inclusion of these individuals into leisure programs.**



1403 Sycamore Road • DeKalb, Illinois 60115

**KISHSRA.ORG • (779) 777-7285**