

Lake County Illinois

*Winchester House Center
1125 N. Milwaukee Ave.
Libertyville, IL 60048*



Meeting Minutes - Final

Thursday, November 29, 2012

4:00 PM

Winchester House Center

Winchester House Advisory Board

1. Call to Order

Chair Olson called the meeting to order at 4:05 p.m.

Present 7 - Member Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and Member Hillard

Others present:

Barry Burton, County Administrator

Ryan Waller, County Administrator's Office

Steve Carlson, Lake County Board Member

Bruce Adler, COO of Staffing Dimensions of Libertyville

Rick Curtis, Administrator, Staffing Dimensions of Libertyville

Rich Hentschel, Staffing Dimensions of Libertyville

Cris Pope, Lake County United

Richard Nowson, Lake County Resident

2.1 12-1355

Minutes from the October 25, 2012 meeting.

A motion was made by Member Calabresa, seconded by Member Mayer, that the meeting minutes of September 24, 2012 be approved. Motion carried by the following vote:

Aye: 7 - Member Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and Member Hillard

3. Added to the Agenda Items

Nothing was added to the agenda.

4. Chair's Remarks

The Chair welcomed Mary Hillard, the newest member to the advisory board.

5. Member Remarks

The members made no remarks.

6. Old Business

There was no old business.

7. New Business**7.1 12-1352**

Report from the Winchester House Administrator for the month of October 2012.

Rick Curtis presented.

Bruce Adler presented the financial portion of the Administrator's report.

A motion was made by Member Mayer, seconded by Member Knight, to accept the report for 7.1. The motion carried by the following vote:

Aye: 7 - Member Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and Member Hillard

7.2 12-1353

Review of the Winchester House Advisory Board By-laws.

A red-line version of the by-laws were included in the meeting packet. Ryan Waller reviewed recommended modifications to the by-laws. Most of the changes removed language that was relevant to the start up of the advisory board. Since the advisory board has been active for a number of years, certain language is now superfluous. Other changes recognized the current partnership with HDG and the requirements for reporting established in the management agreement between the County and HDG. The members discussed expanding the size of the board from seven to nine. It was the consensus to increase the size to nine. The members would think about individuals who may be suited to fill the two additional slots, if the county board concurs with the advisory board's recommendation. Formal consideration of recommended changes to the by-laws would be scheduled for the December meeting.

7.3 12-1354

Approval of 2013 meeting schedule.

A motion was made by Member Mayer, seconded by Member Biesczat, to approve the 2013 meeting schedule. The motion carried by the following vote:

Aye: 7 - Member Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and Member Hillard

8. County Administrator's Report

Ryan Waller noted that HDG will be present at the next meeting to review the results of the market study.

9. Adjournment

Meeting adjourned at 5:25 p.m.

A motion was made by Member Calabresa, seconded by Member Lawlor, that this meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Member Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and Member Hillard