

# Lake County Illinois

*850 East US 45  
Mundelein, IL 60060*



## 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** 5 - Member Calabresa, Chair Olson, Member Biesczat, Member Knight and Member Mayer

*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. Approval of Minutes****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 - Lawlor, Member Calabresa, Chair Olson, Member Biesczat, Member Knight, Member Mayer and 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.

**Attachments:** [Copy of Winchester House Inc Stmt Detail 10-31-12 Final](#)

[Monthly Management Report October 2012 Final](#)

*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 - Lawlor, Member Calabresa, Chair Olson, Member Bieschat, Member Knight, Member Mayer and Hillard

**7.2 [12-1353](#)**

Review of the Winchester House Advisory Board By-laws.

**Attachments:** [Lake Advisory Board Bylaws Proposed Revisions](#)

*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.

**Attachments:** [Winchester House Advisory Board Meeting Schedule \(2013\)](#)

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

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