

McHENRY COUNTY CONSERVATION DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF FEBRUARY 18, 2020  
SPECIAL CALL

**1.0 CALL TO ORDER**

The Special Call Meeting of the Board of Trustees of the McHenry County Conservation District was called to order at 6:22 p.m. by President Scacci on the evening of Tuesday, February 18, 2020, at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois.

**2.0 ROLL CALL**

2.1 Roll Call

Trustees Present: Vern Scacci, President  
Dave Brandt, Vice President  
John Henning, Treasurer  
Carolyn Campbell, Secretary  
Pat Fritz, Trustee  
Bill Cook, Trustee  
Linda Thomas, Trustee

Staff Present: Elizabeth S. Kessler, Executive Director  
Andy Dylak, Director of Administration & Finance  
Anne Basten, Executive Assistant

**3.0 PUBLIC COMMENTS**

There were no comments.

**4.0 NEW & UNFINISHED BUSINESS**

4.1 Consideration of Interview & Selection Process for Legal Counsel

President Scacci reminded the Board of Trustees that he had asked for a review of all long-term professional service contracts and that it had been decided to start with a review of legal services. He reported that this board approved preparing an RFQ on November 26, 2019 that would be due back by January 30, 2020. President Scacci had then organized an ad-hoc committee of Trustee Cook, Executive Director Kessler, Land Preservation Manager Siler and himself after discussing the process with Attorney Rock. The idea was to streamline the process through the subcommittee and the subcommittee would do the "heavy lifting" of sorting through the proposals and do a first round of interviews before bringing the recommended finalists in for a second interview with the full board. At this time no one on the subcommittee has seen any pricing from the applicants. President Scacci appreciated the time spent by other board members who had also looked at the proposals. He stated that the subcommittee was recommending moving forward with first interviews with the top two firms: Ancel Glink, P.C., and Tressler, LLP, and the subcommittee was planning to conduct the first interviews followed by second interviews with the full board on a date to be determined.

President Scacci stated that he had received an email requesting the board formally discuss the process. Discussion ensued based on concern that the board was not informed of the full process in advance and the board had not been kept apprised of the progress and status of the applicants. Trustee Cook stated that he did not believe that

was the intent and supported the role of the President in forming subcommittees as needed. Secretary Campbell shared that she had requested that the process be formally approved as all board members have an equal role in board governance as presented at a recent IPRA conference session on the role of the board members. Treasurer Henning stated that his experience is that the President can appoint a subcommittee but that the appointments usually come before the full board for acceptance and supported that the approval be done now and that he did not personally want to read all of the proposals. Trustee Fritz stated his support for the process and the work of the subcommittee. Vice President Brandt stated that he had read all the proposals and had reached the same conclusion as the subcommittee but had been offended that he had been excluded from any discussions on the process and it seemed like a waste of time to bring the firms in for two interviews when the consensus of those who read the proposals are for the same firms. President Scacci apologized stating he had asked two attorneys and was told it was not illegal or improper and that his intention was to move the process forward at a faster pace. He also felt that if the first interview was not conducted by the subcommittee that the subcommittee would lose their synergy as a group.

*A motion was made by Secretary Campbell, seconded by Treasurer Henning, to move forward with the process through the subcommittee as set forth. A voice vote resulted in a vote of 6 to 1.*

Motion passed by a majority.

Final interviews will be scheduled for the week of March 2<sup>nd</sup> and will be determined based on availability of the firms and the board.

Executive Director Kessler will schedule interviews with the selected firms and will consolidate the interview questions received by Trustees and subcommittee members.

#### 5.0 OTHER

There were no items brought forward for discussion.

#### 6.0 ADJOURN

*At 6:51 p.m., a motion was made by Treasurer Henning, seconded by Trustee Cook, that the meeting be adjourned.*

Motion passed unanimously. Meeting adjourned at 6:51 p.m. February 18, 2020.

Respectfully submitted,

Carolyn Campbell

Carolyn Campbell, Secretary

Mar 25, 2020

Date

Signature:   
Carolyn Campbell (Mar 25, 2020)

Email: [ccampbell@mccdDistrict.org](mailto:ccampbell@mccdDistrict.org)






# 2.18.2020 Special Call Meeting Minutes File

Final Audit Report

2020-03-25

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