

SAAC Meeting & Orientation (Wednesday, February 26, 2025)

Arthur J. Gallagher & Company, Rolling Meadows, IL

Opening Items

Call to Order | The meeting was called to order by SAAC Chair Scholl at 12:20 p.m.

Present | SAAC Chair: Jillian M. Scholl; SAAC Vice Chair: Byron Given; 2022-2026 SAAC Member: Jason Sparks; 2023-2027 SAAC Members: Timothy Flaherty, Cassidy Tarpey; 2024-2028 SAAC Member: Nate Fretz; Immediate Past President: David Bein; Illinois ASBO: Kristopher P. Monn, Executive Director/CEO; Carla D. Paschal, Chief Financial Officer; Michael Van De Voort, Director of Marketing; Julie A. Warner, Sr. Admin. Dir. for Board Relations; *Guests* | Incoming 2025-2029 SAAC Members: Lindsey Fish; Brian Scully; *Absent* | Immediate Past SAAC Chair: Ed Wright; 2021-2025 SAAC Member: Scott R. Mackall; 2024-2028 SAAC Member: Jim Drumm

Appointment of a "Devil's Advocate" | SAAC Chair Scholl selected SAAC Vice Chair Given as the Devil's Advocate.

Good News! | 1) SAAC Member Sparks mentioned that Turner & Townsend Heery was recently selected and awarded the Owner's Representative position for Indian Prairie School District 204 for their \$420M capital improvement program; 2) Executive Director/CEO Monn's oldest daughter will turn 21 on Friday, February 28.

Action Items

Approval of Minutes | *A motion was made by Byron Given and seconded by Tim Flaherty to approve the January 29, 2024 minutes as presented. All were in favor and the motion carried.*

Reports, Information & Discussion Items

2024-25 SAAC Strategic Plan Update | With the last meeting being held only a few weeks ago, there was no update provided.

2025 Illinois ASBO Golf Outing Update | 1) *Sponsorships*: All are filled except for Golf Co-Sponsorships; 2) *Foursomes*: All are sold; 3) *2026 Golf Outing*: Discussed having an offering of some sort for non-golfers and those unable to get into a foursome to participate in.

2025 Illinois ASBO Annual Conference Update | 1) *Registration*: 163 Service Associates, 359 School District members; 2) *Solutions Marketplace*: 136 booths sold; 25 confirmed to participate in the theme; input received for Thursday's lunch selection was ballpark theme--burgers (regular and veggie option), hot dogs and coleslaw or foods based on the Mardi Gras Masquerade theme; 3) *Welcome Reception, hosted by the SAAC*: An overview was given for the incoming SAAC members.

To eliminate exhibitors having to look through numerous emails for exhibitor information, it was suggested to create a Google Doc or a webpage that would contain all exhibit hall information (booth size, table size, power, furniture, who to contact if needing something in their booth, booth setup/tear down/exhibit hall times, X Games, etc.). The link could be shared with exhibitors and staff could make updates as needed.

Service Associate Annual Business Meeting Agenda | The meeting agenda and script were reviewed. It was requested that the SAAC Chair asks each group to stand and introduce themselves be added to the "Welcome & Introductions" section.

SAAC Hangout - Games | 1) *Games*: The games will be Double Basketball Shootout and Chaos Arcade Game. SAAC will be responsible to oversee the SAAC Hangout during exhibit hall hours and it was decided that a set schedule was not necessary since they are directly across from the games; 2) *2026 Annual Conference*: Foosball was suggested as a game for the SAAC Hangout.

SAAC Vice Chair Election Update | Second year SAAC Members Flaherty and Tarpey both stated interest in the SAAC Vice Chair position and will give their speeches to the SAAC at the end of the meeting.

Orientation

Orientation | An orientation for the incoming SAAC members and a refresher for the current members was held.

New Service Associate Members | The following membership applicants will be brought to the next Illinois ASBO Board Meeting for approval:

- My Benefits Channel, Franklin, TN - Kathy Vintevoghel
- SYNLaw, St. Charles, MO - Jimmy Barnes
- Brightly Software, Raleigh, NC - Matt Hibbard
- Gencomm, Johnsburg, IL - Paul Schebel
- Illinois Ready-Mixed Concrete Association, Normal, IL - Mike Rickerson
- Chicago Lightworks, Lisle, IL - Sean Benedict

Upcoming Meetings & Events | Information on upcoming meetings and events was shared. Guests/significant others attendance at the Board Retreat was discussed.

Other Items | 1) *Presidents' Gala*: SAAC expressed their excitement for the Gala's new location, Meson Sabika, in Naperville; 2) *PDC Discussion Update*: The board devoted 3 hours at their January board meeting to strategically discuss the Professional Development Committees and created the following subgroups: Committee and Meeting Structure; Committee and Meeting Process; Content Submission and Selection; Data and Analytics; 3) *New Service Associate PDC Draft/Pilot Email*: SAAC asked if staff was tracking the email to determine its success rate--Are the new Service Associates joining PDCs and if so, are they joining one of the PDCs recommended to them in the email? Chief Financial Officer Paschal will have staff track the data and will report back to the SAAC periodically.

SAAC Vice Chair Candidate Speeches

SAAC Vice Chair Candidate Speeches | SAAC Members Flaherty and Tarpey gave their candidate speeches. A link to the ballot will be sent to the current SAAC members by the end of the week.

Plus/Delta (+/Δ) Meeting Evaluation

Did we talk about the right things? Yes; Did we spend the right amount of time on items? Yes; How did we treat each other? Good; What should we have done differently? Nothing; What do we need to share with the membership? 1) Maximizing Your Experience as a Service Associate Webinar; 2) X Game; 3) Solutions Marketplace - Theme Participation; What do we need to share with the board? 1) SAAC Vice Chair Election.

Adjournment

Motion to Adjourn | *A motion was made by Nate Fretz and seconded by Byron Given to adjourn the meeting at 1:33 p.m. All were in favor and the motion carried.*