

**SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION**

Minutes of the Regularly Scheduled Board Meeting
held December 15, 2009, in Downers Grove, Illinois

Call to Order: Dan Garvy called the meeting to order at 3:30 p.m.

Roll Call:

Present:	*Village of Brookfield	Rick Ginex
	Darien Park District/Treasurer	Stephanie Gurgone
	Downers Grove Park District	Janet Barr
	*Village of Indian Head Park	Joan Pieri
	Park District of LaGrange	Dean Bissias
	Community Park District of LaGrange Park	Roy Cripe
	Village of Western Springs	Ray Jasica
	Westmont Park District	Ron Gunter
	Woodridge Park District	Mike Adams
	Lisle Park District	Dan Garvy
	Director	Susan Friend
	Superintendent	Catherine A. Morava
	Superintendent	Matthew Corso
	Coordinator	Lisa Rasin
	SEASPAR Recording Secretary	Georgia Weber
Absent:	Clarendon Hills Park District	Steve Thomas
Visitors:	*Recreation Specialist	Dayell Muchowicz
	*Knutte & Associates	William Ellis

Dan Garvy declared the order of the agenda be changed to allow William Ellis of Knutte & Associates to provide the FY2008-2009 SEASPAR Audit Report and Management Letter.

*Joan Pieri entered the meeting at 3:33 p.m.

William Ellis reviewed the FY2008-2009 SEASPAR Audit Report. Discussion ensued.

*William Ellis exited the meeting at 3:40 p.m.

Open Forum and Correspondence:

Cathy Morava introduced Dayell Muchowicz, Recreation Specialist, who began her service to as an intern the summer of 2004 and was hired full-time that same autumn. Cathy Morava reported that Dayell is responsible for all Friday Social Clubs, teen and adult special events, and is Cathy Morava's assistant with Risk Management/Safety duties. Dayell Muchowicz is responsible for all facility checklists and facility requests. Dayell Muchowicz has great rapport with participants and their families.

Dayell Muchowicz reported that SEASPAR has nine Social Clubs each season and the number of

participants increases consistently; 73 were registered for the winter/spring session, 69 for summer, and 83 for the fall. A new Friday Social Club was added and the participants named it the Friday Night Fun Club. It is designed for the individuals that didn't want the standard social club but still need a structured social environment. This group focuses on independence, self advocacy, planning their own leisure. The group plans their own schedule and budget. They currently meet twice per month at the Darien Sportsplex.

Dayell Muchowicz reported that there were 25 special events during winter/spring and 22 during summer. Five hundred and one participants registered for the 28 fall special events. All participants were accommodated with only one person on a waiting list.

Dayell Muchowicz reported that dances are the favored special events. No less than 50 participants attend each dance and most dances have 100.

Dayell Muchowicz reported that the Holiday Spectacular on December 7, 2009, was a true highlight of the season. Performers at the event were from all eleven entities and provided twenty one acts consisting of more than 50 individuals. Seventeen staff members helped put on the show and there were eight volunteers from St. Francis Xavier School in LaGrange. Acts included singing, dancing, piano, drums, guitar, and a poetry reading. More than 150 guests watched the show. The performance was professionally taped and the CDs were made available to the performers and their families. A reporter covered the event and interviewed four performers who are SEASPAR EAGLES. Each year the program grows in size.

Susan Friend complemented Dayell Muchowicz for her planning, organizing, and production of the Spectacular. All acts were prompt and everyone was ready to perform. Look for photos of the event on the web photo gallery.

Dan Garvy thanked Dayell Muchowicz for her report.

*Dayell Muchowicz exited the meeting at 3:50 p.m.

Dan Garvey reviewed newspaper articles featuring SEASPAR's Holiday Spectacular.

Approval of Consent Agenda:

Dean Bissias moved to approve the minutes of the regularly scheduled November 17, 2009, SEASPAR Board Meeting, Bank Reconciliation for November, and Cash Disbursements for December in the amount \$81,051.75, as presented. Joan Pieri seconded the motion.

Voting Aye: LaGrange, Indian Head Park, Brookfield, Darien, Downers Grove,
LaGrange Park, Western Springs, Westmont, Woodridge, Lisle

Voting Nay: None

Absent, Not Voting: Clarendon Hills

Motion Carried Unanimously

Janet Barr reported that she is unable to be the IAPD delegate for the conference and that first alternate Roy Cripe would need to step up.

Recreation Reports:

Cathy Morava reported that 50 family members of sixth grade St. Francis Xavier students attended the Holiday Spectacular.

Cathy Morava reported that twelve participants and three staff are going to the DePaul Blue Demons game on December 19, 2009, donated by DePaul.

Cathy Morava reported that the Annual SEASPAR Holiday Dinner Dance at Alpine Banquets in Darien on December 11, 2009 was a great success.

Cathy Morava reported that the children's Holiday Party at the Park District of LaGrange went very well. Cathy Morava thanked the Community Park District of LaGrange Park for the use of their Santa Claus suit for SEASPAR programs.

Cathy Morava reported that SEASPAR is providing two special holiday programs for children at the Park District of LaGrange. Vacation Celebration is held December 21 – 23, 2009, is for ages five to ten, and Holiday Happenings is for ages eleven to fifteen.

Cathy Morava invited the Board to attend the New Years Bash for teens and adults on Wednesday, December 30, 2009, at the Clarendon Hills Community Center.

Cathy Morava reported that the SEASPAR winter/spring brochure has arrived, has been mailed to participants, and staff are delivering them to various member entity locations. Cathy Morava requested the Board members take brochures.

Cathy Morava reported that registrations are already coming in daily.

Matt Corso showed the Board a thank you note filled with photographs written by the students of St. Francis Xavier School regarding their Ability Awareness Day program.

Matt Corso displayed new promotional items that were recently purchased, one of two table covers to promote SEASPAR, and a promotional display board.

Fund Development

Lisa Rasin showed the Board the cards that were sent regarding SEASPAR's new Annual Appeal Campaign. Lisa Rasin requested the Board inform her of any persons or businesses that may be appropriate to inform of the drive.

Lisa Rasin reported that SEASPAR will start planning for the Johnny Rogers Concert. Tickets cost \$25.

Director's Report:

Susan Friend reported that she plans to bring the Annual Report to meetings and has copies available for Board members.

Susan Friend reported that SEASPAR has received approximately \$2,000 more in donations than at this time last year.

Susan Friend reported that the meeting with Representative Patti Bellock for area legislators, human service providers, and park and recreation professionals on Wednesday, December 2, 2009, went very well. Representative Patti Bellock is a great ambassador for persons with disabilities.

Susan Friend reported that SEASPAR is planning a banquet on May 13, 2010, for staff, athletes, donors, and various others. This banquet will take the place of the annual staff appreciation dinner and the athletic banquet. The banquet will be held at Ashton Place in Willowbrook. The theme is "Believe and Achieve."

Susan Friend reminded the Board that SEASPAR is happy to lend its vehicles to member entities in the event of emergencies, the need for an accessible vehicle, and occasional special event when they are not being used for SEASPAR programs. They are not available for regular programs.

*Rick Ginex exited the meeting at 4:18 p.m.

Susan Friend reported that SEASPAR is available to assist with addressing ADA complaints. If SEASPAR does not have the exact answer, it has access to consultants and resources. Susan Friend reminded the Board that to be in compliance with the law, ADA training is necessary.

Susan Friend reported that SEASPAR can benefit from GoodSearch.com which donates money each time this search engine is used.

Unfinished Business:

None.

New Business:

Dean Bissias moved to accept the FY2008-2009 SEASPAR Audit Report as presented. Joan Pieri seconded the motion.

Voting Aye: LaGrange, Indian Head Park, Darien, Downers Grove, LaGrange Park,
Western Springs, Westmont, Woodridge, Lisle

Voting Nay: None

Absent, Not Voting: Brookfield, Clarendon Hills

Motion Carried Unanimously

Susan Friend reviewed the 2004 Report and Recommendation of the SEASPAR Special Recreation Tax Task Force. Discussion ensued.

The general consensus was not to consult SEASPAR, but to consult the attorneys of the individual entities when questions arose.

Member Entity Projects and Events

Mike Adams stated that the Woodridge Park District needs a SEASPAR rep to be involved with their Distinguished Agency application.

Adjournment:

Dean Bissias moved to adjourn the regularly scheduled December 15, 2009, SEASPAR Board meeting at 4:40 p.m. Joan Pieri seconded the motion.

Voting Aye: LaGrange, Indian Head Park, Darien, Downers Grove, LaGrange Park,
Western Springs, Westmont, Woodridge, Lisle

Voting Nay: None

Absent, Not Voting: Brookfield, Clarendon Hills

Motion Carried Unanimously

Respectfully submitted,

Joan Pieri, Secretary
South East Association for
Special Parks And Recreation

Georgia Weber, Recording Secretary