

**SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION**
Minutes of the Regularly Scheduled Board Meeting
held February 15, 2011, 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
	Clarendon Hills Park District	Steve Thomas
	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
	Lisle Park District	Dan Garvy
	Director	Susan Friend
	*Superintendent	Matt Corso
	*Coordinator	Lisa Rasin
	*SEASPAR Recording Secretary	Georgia Weber
Absent:	Woodridge Park District	Mike Adams
	Superintendent	Catherine Morava
Visitors:	*SEASPAR Coordinator	Laura Christensen
	*SEASPAR Registrar	Cari Podolak

Open Forum and Correspondence:

Susan Friend introduced Cari Podolak, SEASPAR Registrar. Susan Friend reported that Cari Podolak was hired at the end of November 2010. Cari Podolak was selected because of her demonstrated ability to manage detailed information, her knowledge of databases, and her vast background of RecTrac and other computer programs. All are very pleased with her performance in her short time at SEASPAR. Cari Podolak's husband works for the Lisle Park District.

Laura Christensen provided a Power Point presentation. Laura Christensen reported that she is the coordinator of SEASPAR's adult day programs. Laura Christensen reported that the EAGLES program received the 2010 IPRA Outstanding Program Award. The award will be displayed at the EAGLES site at the Darien Park District and at the SEASPAR office.

Laura Christensen reported that EAGLES registration is for January to December. This year there was a 100% return rate for registration. Participants may choose from two-day, three-day, or five-day options. EAGLES has reached its maximum of 17 daily participants with 29 registered. There are three staff, Cheryl Westbrook with more than 15 years of service to SEASPAR as supervisor; Drew Forsman as driver and program staff; and Brian Klama as program staff at the Darien site. Parents appreciate the consistency of staff. The EAGLES has great rapport with the Forest Preserve District of DuPage County and they provide many

programs for the EAGLES at no cost. The EAGLES have intergenerational experiences preschools and nursing homes. The EAGLES correspond quarterly with the troops overseas with letters and drawings. Laura Christensen reported that the EAGLES visit Transition Programs.

*Roy Cripe entered the meeting at 3:37 p.m.

Laura Christensen thanked the Board for attending the luncheons at EAGLES. The participants plan all month for the event. They plan the menu and do all the shopping, cleaning, preparations, and create the meal. The group plans to start up the luncheons for the member entities again this fall.

Laura Christensen reported that the EAGLES volunteer for special projects. They volunteered at the Woodridge Park District and did planting and cleaning. They went to the nursery to help select the flowers to be planted at Forest Glen Park. At the Westmont Park District, they helped decorate trees for Holly Days. At the Downers Grove Park District they maintained three plots at Mar Duke Farm and plan to help at Lyman Woods. They volunteered at Darien special events and helped the Darien Lions Club stuff goodie bags. They EAGLES helped collect money at the Tootsie Roll Drive.

Laura Christensen reported that EAGLES has many volunteers. A Master Gardener from Darien provides the group with an activity every month. The Heart and Soul Dance Group comes to the EAGLES Nest and teaches dance moves to the participants, a Mary Kay consultant provided some grooming techniques to the participants, a staff from HeART words comes to provide poetry activities for the participants, and several therapy dog owners bring their animals to EAGLES.

Ron Gunter suggested EAGLES provide events for service clubs.

Laura Christensen reported that most service clubs meet in the evening but they are looking into providing some sort of event for service clubs.

Laura Christensen reported that EAGLES II in Brookfield has four participants; three are new to SEASPAR programs. Two participants are from Brookfield, one is from Darien, and one is from LaGrange. The original EAGLES program began with four-six participants, also.

Laura Christensen reported that the dividing wall is up in Brookfield, carpeting has been laid, computers have been installed, and internet is available. A television was donated and has been hung on the wall. The kitchen area will be renovated during the EAGLES II summer break.

Laura Christensen said that great progress has been made during the short time EAGLES II has been in session. Participants who had been thought to not even like the water have greatly enjoyed swimming at a local pool. The pool is equipped with a wheelchair lift.

Laura Christensen reported that the new SEASPAR bus is housed at the EAGLES II site and is also available for other SEASPAR programs. This location is convenient for pickups in the eastern sector of SEASPAR's member entities.

Laura Christensen reported that a Brookfield resident brought her therapy dog to visit EAGLES II. The group went to the auto show. The two EAGLES groups get together once a month at the EAGLES Nest at the Darien site.

Laura Christensen thanked the board for all their support for the EAGLES.

Matt Corso reported that the EAGLES program has a great following and has developed a very good reputation. Many SRAs have visited and are impressed with the group.

Ray Jasica thanked Laura Christensen for her enthusiasm and thanked the Darien Park District and the Village of Brookfield for providing the space for the programs.

Dan Garvy thanked Laura Christensen for her report.

Dan Garvy reviewed newspaper coverage of SEASPAR events.

Susan Friend provided recently obtained press coverage regarding the announcement of EAGLES receiving the IPRA Outstanding Program Award.

Susan Friend provided a magazine article and news coverage of Patrick Maresh, SEASPAR participant, and his service dog, Mary Lou.

Susan Friend showed the Board the original SEASPAR Joint Agreement signed 35 years ago with the final signature obtained on March 9, 1976. One of the original signers is still active on the Westmont Park District Board.

Approval of Consent Agenda:

Dean Bissias moved to approve the minutes of the regularly scheduled Board Meeting of December 21, 2010; Bank Reconciliation for January 2011; Cash Disbursements for January 2011 in the amount of \$45,886.10; and Cash Disbursements for February 2011 in the amount of \$36,264.04 (\$82,150.14 total), as presented. Ray Jasica seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Woodridge

Motion Carried Unanimously

Recreation Reports:

Matt Corso reported that the Sharks Junior Basketball team won fourth place at the ITRS Junior Basketball Tournament on February 12, 2011. The SEASPAR Slammers White team took first place at the ITRS Basketball Tournament on February 13, 2011.

Matt Corso reported that bids have been sent out to bus manufacturers for a vehicle to replace the Blue Wave. A recommendation will be made at the March 15, 2011, Board meeting.

Matt Corso reported that plans are underway for Day Camp 2011. It is a most concentrated SEASPAR summer program. SEASPAR is planning to provide transportation with its own vehicles instead of a charter service. It is hoped that this will be a safer and more effective plan and also save money.

Matt Corso reported that the SEASPAR staff were the guests at a luncheon at the EAGLES Nest on February 10, 2011.

Matt Corso reported that the recreation staff are meeting with staff at Downers Grove Park District's Lyman Woods to look into holding some SEASPAR programs at that facility.

Matt Corso reported that he has two presentations planned with LADSE.

In Catherine Morava's absence, Susan Friend reported that horseback riding has become such a popular program that SEASPAR located another riding stable, the Double J Riding Club in Countryside, which has enabled SEASPAR to triple its opportunities for participants to ride.

Susan Friend reported that Leisure Education programs at local schools are going strong. A Leisure Education program in one school may include residents from more than one SEASPAR community.

Fund Development:

Lisa Rasin reported that the response to the SEASPAR Annual Appeal has brought in more than \$1,500 more than last year. The donation envelope included in the SEASPAR brochure has brought in about \$1,000 from families.

Lisa Rasin reported that she has applied for three grants recently:
The DuPage Community Foundation Spirit of Volunteerism Grant
The DuPage Community Foundation Health and Human Services Grant
The Gordon Flesch Grant

Lisa Rasin invited the Board, their staff, and community leaders to the SEASPAR Open House on Thursday, March 24, 2011, from 5:00 – 9:00 p.m. Lisa Rasin requested board members give the invitations to community members who may wish to learn more about SEASPAR.

Lisa Rasin reported that plans for the Hurricane Gumbo concert on April 28, 2011, are well underway.

Lisa Rasin reported that she is planning other fundraising events for August to December. Lisa Rasin reported that she is meeting with the Silver Lining Foundation which is comprised of parents of participants in group homes to consider a joint fundraising venture.

Director's Report:

Susan Friend reported that the Silver Lining Foundation is three years old and has donated to SEASPAR each year.

Susan Friend reported that the March 15, 2011, SEASPAR Board meeting will be held at Vincitori Restaurant in Westmont and a celebration for the Board, the alternates, staff, and SEASPAR will be held following the meeting. Susan Friend requested the board invite their staff and their board alternates.

Susan Friend thanked Stephanie Gurgone for co-presenting a session on SRA/Park District Cooperation at the IRPR Conference.

Susan Friend reviewed the SEASPAR 2009-2010 Annual Report. Susan Friend reported that Caryn Andrews and Dawn Pope compiled the report. The report contains many hard facts along with some very special photos which really tell the story of SEASPAR.

Susan Friend reviewed the long list of donations made to SEASPAR in the last two months which totaled nearly \$21,000. Susan Friend reported that an additional \$2,000 was received from the Knights of Columbus of Downers Grove and \$2,000 from Knight of Columbus in Bloomingdale is expected. Susan Friend pointed out the donation from Select Canada was made in honor of SEASPAR volunteers Larry and Ann Franczyk. Larry Franczyk is President of the local business, Precision Brands, in Downers Grove and Ann Franczyk is SEASPAR's Administrative Assistant. Susan Friend stated that SEASPAR is very fortunate to have so many wonderful, generous people and organizations involved.

Susan Friend reported that Downers Grove resident David Powers, who gave SEASPAR its name 35 years ago, passed away recently. His wife, Ruth Powers, was very active in helping SEASPAR become a reality.

Susan Friend reported that SEASPAR has received 25% of its current registrations through the use of credit cards. Credit cards are also being used to pay off owed balances by participants.

Susan Friend reported that she was a presenter at the recent Chamber Choice Awards. At this event, several attendees came to her table say nice things about SEASPAR and to express their appreciation for what Laura Christensen has done with EAGLES and what Anne Cosentino has done to get children interested in volunteering.

The Board requested an IAPD report from Roy Cripe. Roy Cripe reported he will email information regarding the event.

Ray Jasica complemented Susan Friend for her leadership and "role in the neighborhood." Ray Jasica stated that good leadership is responsible for creating good staff who are well-connected and know what's going on in the field.

Unfinished Business:

None

New Business:

Susan Friend reviewed audit proposals from seven accounting firms. Discussion ensued.

Stephanie Gurgone moved to award a three-year contract for audit services to Lauterbach and Amen, LLP at fees of \$5,500 in 2011; \$5,650 in 2012; and \$5,800 in 2013. Janet Barr seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Woodridge

Motion Carried Unanimously

Matt Corso reviewed the 2011 SASSED Extended School Year Contract. Discussion ensued.

Joan Pieri moved to approve the 2001 SASSED Extended Year Contract. Steve Thomas seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Woodridge

Motion Carried Unanimously

Ron Gunter inquired as to the amount of SEASPAR employee buybacks into IMRF.

Susan Friend reported that approximately 60% of previous service credit had been purchased by employees.

Member Entity Projects and Events:

Dan Garvy reported that the renovation of the newly acquired Lisle Park District program space should be completed by August. The space will be used for preschool and senior programs.

Adjournment to Executive Session:

Janet Barr moved to adjourn at 4:27 p.m. to Executive Session and to reconvene following the Executive Session. Stephanie Gurgone seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Woodridge

None

Motion Carried Unanimously

*Joan Pieri, Matthew Corso, Lisa Rasin, Laura Christensen, Cari Podolak, and Georgia Weber exited the meeting at 4:27 p.m.

The regularly scheduled February 15, 2011, SEASPAR Board Meeting reconvened in public session at 4:31 p.m.

Ron Gunter moved to release Executive Session Minutes for the July 20, 2010, April 20, 2010, and March 16, 2010 meetings and to destroy the tapes from the March 17, 2009 and January 20, 2009 minutes from Executive Session meetings. Steve Thomas seconded the motion.

Voting Aye: Westmont, Clarendon Hills, Brookfield, Darien, Downers Grove, LaGrange, LaGrange Park, Western Springs, Lisle

Voting Nay: None

Absent, Not Voting: Indian Head Park, Woodridge

None

Motion Carried Unanimously

Final Adjournment:

Having no further business to discuss, Ron Gunter moved to adjourn the regularly scheduled February 15, 2011, SEASPAR Board meeting at 4:33 p.m. Dean Bissias seconded the motion.

Voting Aye: Westmont, LaGrange, Brookfield, Clarendon Hills, Darien, Downers Grove, LaGrange Park, Western Springs, Lisle

Voting Nay: None

Absent, Not Voting: Indian Head Park, Woodridge

Motion Carried Unanimously

Respectfully submitted,

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

Georgia Weber, Recording Secretary