

**SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION**
Minutes of the Regularly Scheduled Board Meeting
held January 20, 2009, in Downers Grove, Illinois

Call to Order: Dan Garvy called the meeting to order at 3:00 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	Jerry Yoksoulian
	Indian Head Park	Joan Pieri
	Park District of LaGrange	Dean Bissias
	Community Park District of LaGrange Park	Roy Cripe
	Westmont Park District	Ron Gunter
	Village of Western Springs	Ray Jasica
	*Woodridge Park District	Mike Adams
	Lisle Park District	Dan Garvy
	Director	Susan Friend
	Superintendent	Catherine Morava
	SEASPAR Recording Secretary	Georgia Weber
Absent:	Assistant Superintendent	Matt Corso
Visitors:	SEASPAR Coordinator	Anne Cosentino
	SEASPAR Coordinator	Lisa Rasin

Open Forum and Correspondence:

Susan Friend introduced Lisa Rasin, SEASPAR Fund Development Coordinator.

Lisa Rasin reported that she is excited to be at SEASPAR and to be able to enhance what monies SEASPAR already receives and to create new ways to obtain funds.

Susan Friend reported that on Lisa Rasin's first day at SEASPAR she received an opportunity to obtain \$1,500 for SEASPAR by providing 15 volunteers for a Casino Night being held on February 7, 2009.

*Mike Adams entered the meeting at 3:04 p.m.

Susan Friend reviewed Doings Newspaper coverage regarding the SEASPAR Holiday Spectacular.

Susan Friend reviewed correspondence from the Gaspar family who now reside in Arizona who made a generous donation to SEASPAR.

Susan Friend reviewed correspondence from the Bowman family thanking SEASPAR for the staff's dedication to the numerous programs their daughter attended this season.

Susan Friend reviewed correspondence from the WTL Family Foundation thanking SEASPAR for their son's programs and making a generous donation.

Susan Friend reported that SEASPAR received \$14,000 in donations in December 2008.

Anne Cosentino, SEASPAR Coordinator, reported that she is responsible for part-time staff, volunteers, interns, and vehicles.

Anne Cosentino reported that approximately 65 staff and guests attended the SEASPAR annual Staff Appreciation Dinner at the Lisle Hyatt on Thursday, January 15, 2009. Three staff received recognition for attaining five-years of service; one part-time staff and one volunteer attained ten years, and two part-time staff and one volunteer attained fifteen years of service. Such longevity speaks well of SEASPAR. Colleen Porritt from Darien received the Super Star Award for an outstanding staff with more than three years of service. Karyn Crider received the Leading Light Award for a staff of less than three years. The Virtuous Volunteer Award for a staff of a minimum of one year went to John and Kathy Hebert of Downers Grove. The Heberts have coordinated the annual Booster Club Bowling and Pizza Fundraiser for many years and volunteer for many programs and special events. Information regarding these staff will be printed in the SEASPAR Summer Program Brochure. Anne Cosentino reported that volunteers saved SEASPAR \$27,000 in FY2007-2008.

Anne Cosentino reported that SEASPAR currently has 105 part-time staff and 30 volunteers. SEASPAR averages 29 volunteers and 118 part-time staff per season. All staff receive seasonal and ongoing training. New staff have a mandatory inservice to learn the basic SEASPAR policies and procedures, how to work with participants, and what to expect at a program. When a staff is promoted to a supervisory position, individual instruction is given unless more than one person is promoted during a season. Currently, 80 staff have certifications in CPR/First Aid, 33 are drivers, 45 are supervisors, and 10 are certified in CPI. Anne Cosentino is a certified Conflict Resolution Trainer and offers training once or twice per year in addition to presenting at Day Camp.

Anne Cosentino reported that once per year Defensive Driving (DDC 4) is offered. Anne Cosentino provides individual driver orientation when a person is promoted to driver. Complete road checks are performed on drivers every three years.

Anne Cosentino reported that the winter-spring inservice for all part-time staff and volunteers takes place at the Downers Grove Park District's Lincoln Center on Wednesday, January 28, 2009.

Anne Cosentino reported that all vehicles are currently in good working condition.

Anne Cosentino reported that she has applied with the University of Wisconsin in LaCrosse and to Illinois State University to have SEASPAR become an approved internship site. Anne Cosentino reported that she is currently working with other Intern Supervisors at SRAs to share resources and to help each other become good sites where all interns are being prepared in a similar way. SEASPAR hopes to have an intern this summer.

The Board thanked Anne Cosentino for her report.

Approval of Consent Agenda:

Ray Jasica moved to approve the minutes of the regularly scheduled December 16, 2008, Board Meeting and Cash Disbursements for January in the amount of \$60,134.84 as presented. Jerry Yoksoulian seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

Recreation Reports:

In Matt Corso's absence, Susan Friend reported that the EAGLES program is near capacity. Visitors from LADSE and District 99 have shown interest in the program. If additional participants register, it will be decided if SEASPAR can increase the size of the program.

Stephanie Gurgone stated that the Darien Park District enjoys them; they have "adopted" the participants and they have room for more at the Sportsplex.

Cathy Morava reported that one EAGLES participant was involved in two day programs and opted to now participate all five days per week at EAGLES.

Susan Friend reported that the annual Booster Club Pizza and Bowling Party is Saturday, January 24, 2009. Susan Friend invited the Board members and their families to participate.

Cathy Morava reported that registrations are still coming in daily. The four-page annual information form was sent to participants and they are being returned with registration forms.

Cathy Morava reported that seniors are taking advantage of opportunities such as bowling, going to a movie or similar activities with Jim Cassidy who is making more plans for the spring. Programs for those involved in local vocational workshops are enjoying coming to the Westmont Park District Fitness Club.

Cathy Morava reported that she is meeting with Caryn Andrews on January 21, 2009, to discuss the theme and contents of the SEASPAR Summer 2009 Program Brochure. Planning is made more difficult because many schedules for summer events are not yet available.

Cathy Morava reported that staff are making phone calls to regular participants who have not yet registered. Cathy Morava reported that SEASPAR is offering some Social Club group events such as dances at reduced rates to residents of group homes/CILAs who may no longer be able to afford registering for the entire program.

Stephanie Gurgone suggested SEASPAR include participation or a reduced rate for Social Club for those who register for EAGLES.

Ray Jasica suggested Lisa Rasin ask her contacts to fund a SEASPAR dance.

Dan Garvy suggested coupons in program brochure for discounted fees as offered in the Lisle brochure.

Mike Adams inquired about the new SEASPAR registration software program.

Susan Friend reported that SEASPAR will be using the new recreation registration software/program for the summer season.

Directors Report

Susan Friend reported that at the December Board meeting she stated that SEASPAR had an ad in Oaklee's Guide. The information provided in the guide includes the Booster Club Bowling and Pizza fundraiser in addition to listing SEASPAR program opportunities.

Susan Friend reported that the November/December IPR Magazine had an article regarding Adventures, ETC. which is for children with mental illness. SEASPAR is noted as a sponsor of the program and Matt Corso is credited for his leadership in developing the program. Laura Christensen is featured on page 44 as SEASPAR's new staff member.

Susan Friend reported that SEASPAR and the Downers Grove Park District held a holiday blood drive at the Downers Grove Park District Recreation Center.

Roy Cripe commended SEASPAR on a great job on the statistical report.

Susan Friend reported that some growth in participation is due to the increase in day camp registration and the addition of more leisure education programs. Susan Friend stated that the Thirtieth Anniversary event in 2006-2007 skewed the figures for some communities.

Susan Friend offered to provide copies of the 2007-2008 Statistical Report for member entities' boards.

Unfinished Business:

Dan Garvy and Susan Friend reviewed the Accessibility Audit Project. Discussion ensued.

Mike Adams moved to approve SEASPAR as facilitator for member entity Accessibility Audits. Ray Jasica seconded the motion.

Voting Aye:	Woodridge, Western Springs, Brookfield, Clarendon Hills, Darien, Indian Head Park, LaGrange, LaGrange Park, Westmont, Lisle
Abstaining:	Downers Grove
Voting Nay:	None
Absent, Not Voting:	None
Motion Carried	

New Business:

Susan Friend reviewed the 2009 SASSED/SEASPAR Summer Contract. Discussion ensued.

Ron Gunter moved to approve the SASSED/SEASPAR Summer Contract for 2009 as presented. Roy Cripe seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

Adjournment to Executive Session:

Dean Bissias moved to adjourn to Executive Session under Section 2(c)(21) of the Open Meetings Act for the Discussion of Minutes of Prior Executive Session Meetings for the Purpose of Review, Approval, or Release of Such Minutes at 4:02 p.m. Rick Ginex seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

The regularly scheduled January 20, 2009, SEASPAR Board Meeting reconvened in public session at 4:08 p.m.

Ron Gunter moved to release SEASPAR Executive Session Minutes from January 15 – June 17, 2008 Mike Adams seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

Final Adjournment:

Having no further business to discuss, Roy Cripe moved to adjourn the regularly scheduled January 20, 2009, SEASPAR Board meeting at 4:09 p.m. Mike Adams seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

Respectfully submitted,

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

Georgia Weber, Recording Secretary