

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

Minutes of the Regularly Scheduled Board Meeting
held July 19, 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	Stephanie Gurgone
	Downers Grove Park District	Mark Roman
	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	Don Ritter
	Lisle Park District	Dan Garvy
	Director	Susan Friend
	Superintendent	Catherine A. Morava
	Superintendent	Matt Corso
	Coordinator	Lisa Rasin
	SEASPAR Recording Secretary	Georgia Weber
Absent:	Village of Indian Head Park	Richard Andrews
Visitors:	Recreation Specialist	Kim Huggins
	*Recreation Specialist	Rachel Hane

Public Comment and Correspondence:

Dan Garvy reviewed a TribLocal newspaper article regarding SEASPAR's Believe and Achieve Banquet.

Matt Corso reviewed SEASPAR's twelve day camps. Matt Corso reported that enrollment in the day camps is similar to that of 2010.

Matt Corso reported that the Self Advocacy Academy is for young adults transitioning from high school. The program is designed similar to the program previously provided by LADSE.

Matt Corso reported that SEASPAR's involvement with SASSED continues to be most successful with providing recreation staff for their students.

Matt Corso reported that he and Aaron Hirthe will be in charge of SEASPAR's cooperative camps next summer and Rachel Hane will be responsible for SEASPAR's five traditional camps.

Matt Corso reported that Camp Care Free is new this summer and is run in cooperation with NEDSRA. This camp provides recreation for children eight to eighteen who are physically challenged. The program took place at SEASPAR in the Multipurpose Room on Mondays, Wednesdays, and Fridays.

Matt Corso reported that another newly formed camp this summer is held at Giant Steps, a school in Lisle for children from age five to twenty-two who have Autism.

Matt Corso reported that SEASPAR has provided transportation for campers in SEASPAR vehicles and it is working very well.

Matt Corso reported that SEASPAR would like to enlarge its camp programs by having programs in the eastern communities. Matt Corso requested assistance from the Board to help locate schools or other facilities with air conditioning in their communities in order to broaden the scope of opportunities. Schools with air conditioning are necessary due to the medical fragility of many SEASPAR participants.

Susan Friend suggested the member entities that have contracts with schools for use of their space request space for SEASPAR's use.

Matt Corso reported that SEASPAR would need the use of one room for a camp site. SEASPAR's program sizes are considerably smaller than that of a park district.

Rachel Hane stated that she is looking forward to getting the experience and that next year she will be able to contribute more information because she will have a better understanding of how they are run.

*Rachel Hane exited the meeting at 3:50 p.m.

Approval of Consent Agenda:

Dean Bissias moved to approve the minutes of the regularly scheduled Board Meeting of June 21, 2011; Bank Reconciliation for June 2011; and Cash Disbursements for July 2011 in the amount of \$44,740.12 as presented. Ray Jasica seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Indian Head Park

Motion Carried Unanimously

Recreation Reports:

Catherine Morava reported that Kim Huggins, who celebrated her one year anniversary with SEASPAR in June, is responsible for planning teen and adult special events. Catherine Morava reported that Kim Huggins has added many new and exciting special events. Kim Huggins' creative outings for seven Friday night social clubs are making a good program even better. Catherine Morava commended her for a job well done.

Catherine Morava reported that Greg Pavesich is due back today from a two-day outing to Indiana Beach in Monticello with a group of teen and adult participants.

Catherine Morava reported that Greg Pavesich is taking a group of eight teens and adults to Easter Seals Timber Point Outdoor Centre near Normal, Illinois, in August.

Catherine Morava reported that Kim Huggins is taking a group of eight teens and adults to the Norman B. Barr Camp in August. SEASPAR participants have been enjoying this camp for more than ten years.

Catherine Morava reported that an Eagle Scout took on a special project to paint a wall and create shelving at the Woodridge Resource Center. The shelving displays projects made by children at our summer program at the Woodridge Resource Center. There are two summer programs for children at the Woodridge Resource Center; one on Monday and one on Wednesday, where approximately 40 children participate in each class.

Catherine Morava reported that summer registrations have increased from 271 in May to the June count of 321 individual participants.

Catherine Morava welcomed the Board members to visit a SEASPAR program.

Matt Corso displayed the Earth Day Flag that the EAGLES earned from SCARCE through their success in demonstrating environmental responsibility. The flag is made from recycled plastic drinking bottles. The photograph of the earth on the flag is the one taken on the 1968 Apollo flight.

Matt Corso reported that SEASPAR athletes won two gold, three silver, and three bronze medals at the July 16, 2011, Special Olympics Bowling Tournament in Rockford. This was the first time we earned gold medals at a Special Olympics Bowling Tournament.

Fund Development:

Lisa Rasin reported that the SEASPAR Summer Golf Classic takes place on July 22, 2011, at the Village Greens Golf Course in Woodridge. Lisa Rasin thanked Board members for their help and participation. To date, there are 20 hole sponsors and 74 persons have registered to play golf.

Lisa Rasin reported that she would like to see some changes next year for a golf outing to be held perhaps earlier in the year and is investigating the possibility for SEASPAR to get a golf course donated for the event.

Lisa Rasin reported that she has interviewed for the Downers Grove Chamber Board. This appointment would help locate some good connections.

Lisa Rasin reported that she attended a seminar recently which suggested that fundraisers make four to five calls per day to local businesses to help spread the word. Lisa Rasin plans to incorporate that practice into her daily routine.

Lisa Rasin reported that she has an appointment with PermaSeal on Monday, July 25 to discuss funding opportunities.

Director's Report:

Susan Friend reported that SEASPAR received a \$500 donation from the Lisle Rotary Club for Serena's Song.

Susan Friend reported that SEASPAR received a \$2,000 donation from the Darien Lions Club for EAGLES.

Susan Friend reported that the auditors will be working at the SEASPAR office on July 20 and July 21, 2011. Susan Friend reported that she was pleased the audit was taking place earlier in the year than it had been for some time.

Susan Friend commended Cathy Morava and Matt Corso for covering the short staff situations that have occurred during the summer. A new staff person has been hired to be responsible for Special Olympics programs and Anne Cosentino will be returning soon from maternity leave. Susan Friend stated her appreciation for their exceptional leadership during the last year and a half when extraordinary circumstances helped prove their ability to get things done.

Susan Friend reported that cabinets were being installed at the Village of Brookfield's Municipal Building where an EAGLES program is held.

Rick Ginex stated that countertops were to be ordered and painting was taking place at the renovation site. An open house is planned when the area is completed.

Susan Friend reported that she attended the Village of Indian Head Park's July Board meeting and Mayor Richard Andrews was named as the representative to the SEASPAR Board.

Dean Bissias suggested member entities approach their boards to use member contributions to pay for a foursome to attend the SEASPAR golf outing.

Lisa Rasin thanked the Board members for attending SEASPAR fundraisers and functions and that their presence was truly appreciated.

Susan Friend reported that summer staff inclusion training is very important. It is important for park district staff to interface. Brian Houzenga provides training at individual member entities in addition to his training at the SEASPAR training session. Susan Friend asked the Board to please evaluate their staff's ability to attend a session. It would be more efficient for the members to attend the inservice that is offered annually than for Brian to have to do multiple individual trainings.

Stephanie Gurgone requested Board members be informed of the availability of upcoming training sessions.

Susan Friend reported that she met with members of the National Cost Reduction Corporation and their negotiations and suggestions have already led to savings. The members of the corporation discovered that SEASPAR has made good financial choices for printing, advertising, and phone service, and is advising ways for savings on electricity, office supplies, and perhaps payroll system opportunities.

Dean Bissias cautioned SEASPAR regarding the legality of an electricity contract for more than one year.

*Rick Ginex exited the meeting at 4:17 p.m.

Unfinished Business:

None.

New Business:

Susan Friend reviewed the Vehicle Maintenance Agreement with the Village of Downers Grove and Attorney Tarulis's comments.

Discussion ensued.

Ron Gunter moved to approve the Vehicle Maintenance Agreement with the Village of Downers Grove subject to approval by PDRMA and Rick Tarulis, and the Village's acceptance of such changes. Stephanie Gurgone seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Ray Jasica thanked Mark Roman for Downers Grove making this opportunity possible.

Member Entity Projects and Events:

Dean Bissias reported Denning Park is being renovated.

Dan Garvy thanked the Woodridge Park District for making Cypress Cove Family Aquatic Park available to Lisle residents during the recent power outage in Lisle.

Discussion ensued regarding member entities having generators in case of power losses.

Susan Friend reported that work is in progress regarding a Strategic Plan for SEASPAR. Susan Friend requested volunteers from the Board to sit in on the interview process.

Dean Bissias and Dan Garvy volunteered, and it was recommended to ask Mike Adams to serve on the selection committee.

Adjournment:

Steve Thomas moved to adjourn at 4:36 p.m. Dean Bissias seconded the motion.

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

Voting Nay: None

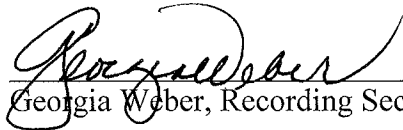
Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Respectfully submitted,



Steven Thomas, Secretary
South East Association for Special Parks
And Recreation



Georgia Weber, Recording Secretary