

**SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION**
Minutes of the Regularly Scheduled Board Meeting
held March 16, 2010, 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	Kathy Forzley
	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	Chad Dyson
	Woodridge Park District	Mike Adams
	Lisle Park District	Dan Garvy
	Director	Susan Friend
	*Superintendent	Catherine Morava
	*Coordinator	Lisa Rasin
	*SEASPAR Recording Secretary	Georgia Weber
Absent:	Superintendent	Matthew Corso
Visitors:	*Coordinator	Anne Cosentino
	*Intern	Brian Judycki

Open Forum and Correspondence:

Susan Friend reported that Tim Lenac is not attending the March 16, 2010 Board meeting.

Anne Cosentino reported that her duties include coordinating part-time staff, volunteers, interns and field work students; and vehicles. SEASPAR is no longer providing a January staff appreciation dinner but will recognize staff at the May 13, 2010, Believe & Achieve Dinner. SEASPAR currently utilizes 93 part-time staff and 20 volunteers. The average is 150 staff per season which includes 26 volunteers and 105 part-time staff. Volunteers saved SEASPAR \$23,537 in FY2008-2009. SEASPAR is still recognizing its volunteers during National Volunteer Week by saying “thank you” with a token gift of “Thank You Berry Munch” Girl Scout Cookies which were obtained through a SEASPAR staff.

*Chad Dyson entered the meeting at 3:32 p.m.

Anne Cosentino reported that general programs meet 885 times this season which require a total of 2,218 positions to be filled. These positions are manned by these 93 part-time staff and 20 volunteers.

Anne Cosentino reported that she has created a training calendar for the year. Staff need to attend mandatory meetings for which they get paid and may select elective training which can enhance their performance reviews. Staff are not paid for their time at such classes but SEASPAR pays for their enrollment.

Anne Cosentino reported that she permitted staff to select their own t-shirts to wear at their assigned programs this season. Brian Judycki assisted with coordinating these items for staff.

Anne Cosentino reported that she has applied for renewal of the handicap parking placards for SEASPAR's vehicles. The vehicles are scheduled for their seasonal cleaning on Friday, March 26, 2010.

Anne Cosentino reported that SEASPAR has purchased removable, five-point harness seats to be used when the integrated child seats are filled. These seat harnesses hold a child up to 100 pounds.

Anne Cosentino suggested the Board members may wish to host Brian Judycki, current intern, at their agency for a day.

Anne Cosentino reported that she has aligned a summer intern and two field work students for the summer session. Fieldwork initiates a student to some general office procedures and program leadership.

Susan Friend reviewed the SEASPAR advertisement in the Daily Herald Autism insert was a cooperative with other SRAs.

Susan Friend reviewed the TribLocal February/March 2010 article and photo of Don Cook and others from the Lisle Park District at an EAGLES luncheon.

Susan Friend reported that she, Rick Ginex, and Brookfield Recreation Department staff visited the EAGLES Nest on Thursday, March 11, 2010.

Dan Garvy highly recommended Board members take the opportunity to visit the EAGLES Nest.

Susan Friend read a letter from the Downers Grove National Bank regarding SEASPAR being a recipient of the John and Mary Subat Trust which is providing \$50,000 to be used for five annual grants of \$500 each to five individuals.

Approval of Consent Agenda:

Dean Bissias moved to approve the minutes of the regularly scheduled Board Meeting of February 16, 2010; Bank Reconciliation for February 2010; and Cash Disbursements for March 2010 in the amount \$41,670.35, as presented. Ray Jasica seconded the motion.

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

Woodridge, Lisle
Voting Nay: None
Absent, Not Voting: None
Motion Carried Unanimously

Recreation Reports:

Catherine Morava reported that Dayell Muchowicz's last day at SEASPAR was Friday, March 5, 2010. Dayell Muchowicz accepted a position at WDSRA.

Catherine Morava reported that SEASPAR will seek a recreation staff and plans to have the position filled by June 1, 2010.

Catherine Morava reported that Coordinator Brian Houzenga completed seven weeks on jury duty.

Catherine Morava reported that recreation specialists Greg Pavesich and Theresa Waite have completed their first six months at SEASPAR.

Catherine Morava reported that she has observed the Scuba program which is taught by Diveheart staff. SEASPAR hopes to expand this class.

Catherine Morava reported that this is Parent Visitation Week and invited Board members to attend a SEASPAR program.

Catherine Morava reported that the brochure will soon go to press. Catherine Morava thanked Anne Cosentino for her assistance with the children's programs section of the brochure.

Catherine Morava reported that Dayell Muchowicz will still be supervising a SEASPAR Social Club, some special events, and the annual bowling tournament.

Susan Friend reported that the EAGLES held a Parent Meeting on Tuesday, March 9, 2010. The very successful evening brought forth much praise for the program.

Susan Friend reported that EAGLES now has 24 participants with 15 attending each day. Susan Friend invited Kathy Forzley, who also attended the meeting, to share comments.

Kathy Forzley reported that EAGLES parents would like to have the EAGLES provide overnight opportunities.

Mike Adams inquired if there was any negative feedback.

Susan Friend reported that the only comment was to double check the parity of opportunities between the Tuesday/Thursday participants and the Monday/Wednesday/Friday participants. Staff are very conscious of it and go to great lengths to balance opportunities.

Susan Friend reported that the meeting revealed a desire for the use of the EAGLES logo on clothing and other items that could be purchased.

Fund Development

Lisa Rasin reported that the Downers Grove National Bank has donated \$5,000 toward the Johnny Rogers event. The bank is selling tickets and promoting the concert on their website. Lisa Rasin reported that the doors will open at 5:00 p.m. and "Rock Academy" will be performing prior to the concert from 6:00 until 7:00 p.m. with Johnny Rogers' performance following at 7:00 or 7:15 p.m. Tickets are for sale at the Downers Grove National Bank, Anderson's Book Store, and Consider it Done on Main Street in Downers Grove, and at the SEASPAR office. Lisa Rasin reported that she has been delivering posters to various places of interest in the SEASPAR communities.

Lisa Rasin reported that Balydoyle Irish Pub, Emmett's Ale House, Gatto's Restaurant & Bar, Toscana's Grill, Another Round Bar and Grill, and Capri Ristorante in downtown Downers Grove are donating 10% of purchases made by Johnny Rogers ticket holders. Capri Ristorante is also providing a 10% discount to concert patrons.

Lisa Rasin reported that the annual Walk And Roll-A-Thon is Sunday, May 23, 2010. The Golf Outing at Village Greens is on Friday, July 23, 2010.

Lisa Rasin reported that she has a meeting planned with Brookfield Zoo to discuss a fundraiser.

Lisa Rasin reported that Toscana's Restaurant in Downers Grove is planning to sponsor a Grand Opening fundraiser in May. Lisa Rasin reported that a Toscana's Restaurant will open in LaGrange this fall.

Lisa Rasin reported that Country House in Clarendon Hills' celebrity guest host Jim Pilster from the Cryan' Shames will donate a percentage of the proceeds of selected purchases made between 8:00 and 11:00 p.m. on Wednesday, March 24, 2010.

*Brian Judycki exited the meeting at 4:26 p.m.

Director's Report:

Susan Friend reported she is on the Access to Recreation Committee of the DuPage Community Foundation. The project to be funded this year is a listing of accessible recreation facilities and playgrounds. The committee has requested that this database be available through the special recreation website.

Susan Friend reported that all SEASPAR full-time staff participated in the PDRMA Health IQ health screening on Wednesday, March 3, 2010. Susan Friend was pleased that all staff participated and it became a fun event. Susan Friend created and served omelets to those staff who participated.

Susan Friend reported that SEASPAR has been informed that Countryside has given notice to withdraw from Gateway SRA.

Joan Pieri requested the special recreation link be put on SEASPAR's website.

Unfinished Business:

Susan Friend reviewed the FY2010-2011 SEASPAR Budget. Susan Friend stated that SEASPAR was in good financial shape, even better than anticipated. Susan Friend highlighted items from the budget memo. Discussion ensued.

New Business:

Susan Friend reviewed the IMRF Resolution. Discussion ensued.

Stephanie Gurgone moved to approve the Resolution of SEASPAR Board of Directors to Approve the IMRF Amendment to the Joint Agreement and have signatures affixed to the Resolution for the South East Association for Special Parks And Recreation. Roy Cripe seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

Member Entity Projects and Events

Dan Garvy reported that Mark Triglaff provided the Lisle Park District with a presentation regarding their ADA audit, will provide more hands-on training, and inform the Lisle Park District as to what more is needed to be done.

Mike Adams moved to adjourn to Executive Session under Section 2(c)(1) of the Open Meetings Act for the discussion of compensation of specific employees and Section 2(c)(2) of the Open Meetings Act for discussion of salary schedules for one or more classes of employees at 4:48 p.m. Roy Cripe seconded the motion.

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

Voting Nay: None

Absent, Not Voting: None

Motion Carried Unanimously

*Kathy Forzley, Catherine Morava, Lisa Rasin, Anne Cosentino, and Georgia Weber exited the meeting at 4:50 p.m.

The regularly scheduled March 16, 2010, SEASPAR Board Meeting reconvened in public session at 5:12 p.m.

Joan Pieri moved to approve a merit salary pool of \$22,500. Janet Barr seconded the motion.

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

Adjournment:

Having no further business to discuss, Joan Pieri moved to adjourn the regularly scheduled March 16, 2010, SEASPAR Board meeting at 5:13 p.m. Janet Barr seconded the motion.

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

Respectfully submitted,

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

Georgia Weber, Recording Secretary