

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

Minutes of the Regularly Scheduled Board Meeting
held September 16, 2008, in Downers Grove, Illinois

Call to Order: Dan Garvy called the meeting to order at 3:02 p.m.

Roll Call:

Present:

Village of Brookfield	Rick Ginex
Clarendon Hills Park District	Steve Thomas
Darien Park District/Treasurer	Stephanie Gurgone
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
Downers Grove Park District	Jerry Yoksoulian
Lisle Park District	Dan Garvy

Director	Susan Friend
Superintendent	Catherine Morava
Assistant Superintendent	Matt Corso
SEASPAR Recording Secretary	Georgia Weber

Absent: Indian Head Park Joan Pieri

Visitors: Coordinator	Brian Houzenga
Coordinator	Laura Christensen
Senior Recreation Specialist	Lisa White

Open Forum and Correspondence:

Susan Friend reviewed correspondence from Rich Laren, SASED Coordinator. Matt Corso reported that Rich Laren thanked SEASPAR for Summer Celebration for the SASED students. Matt Corso reported that Lisa White did the majority of the planning for the very successful event for more than 400 people.

*Roy Cripe entered the meeting at 3:03 p.m.

Susan Friend reviewed newspaper articles regarding SEASPAR Aktion Club; the farewell piano recital for Leona Jones-Gervase's students, and the upcoming Downers Grove Rotary Club Oktoberfest that is donating a portion of their proceeds to SEASPAR.

Matt Corso introduced Laura Christensen, newest SEASPAR Coordinator who is responsible for the new EAGLES program.

Laura Christensen reported that the EAGLES program begins September 22, 2008, at the Darien Sportsplex and a parent meeting is on Tuesday, September 16, 2008, at SEASPAR. An EAGLES open house is to be held on October 3, 2008, at 9:00 a.m. Laura Christensen thanked the Darien Park District for making the Darien Sportsplex available for the new program.

Brian Houzenga, SEASPAR Inclusion Coordinator, reported that ten member entities were provided inclusion assistance for 33 participants registered in day camps and 46 in weekly programs. Brian Houzenga hired 41 summer inclusion staff, 18 of which were newly hired at SEASPAR. Evaluations were sent to parents and 75% of them were returned; all with positive responses to the inclusion assistance.

Susan Friend reported an increase in reimbursable inclusion staff from summer of 2007 to summer of 2008 of \$35,000 to \$50,000.

Ray Jasica inquired about inclusion staff salary range and benefits.

Brian Houzenga reported salary ranges from \$8.50 to \$12.00 per hour and there are no benefits.

Brian Houzenga reported that the summer was very successful and hopes that a lot of his inclusion staff will return next summer.

Matt Corso distributed a copy of the Day Camp Questionnaire Review 2008 to the Board. Matt Corso introduced, Lisa White, Senior Recreation Specialist, who giving a report on Summer Day Camp 2008.

Lisa White reported SEASPAR provided two traditional Day Camps at El Sierra School in Downers Grove. One camp was held five days per week for five weeks for children ages five to twelve years of age and one camp was held for teens and young adults on Monday, Wednesday, and Friday for the same five weeks. Bursting With Fun, an after-LADSE summer school program was held at the Darien Sportsplex with extended time this year. Registration increased this summer even though no door-to-door transportation was offered for the traditional camps

Matt Corso reported that therapeutic recreation was provided daily to the SASED summer school students at South East School in Naperville by two SEASPAR staff. Summer Celebration was held for the SASED summer school students at Castaldo Park in Woodridge. More than 400 persons, which included more than 220 students, attended the outdoor event.

Lisa White reported that four minicamps were provided this summer. Little Adventurers Camp for ages three to six was held at the Western Springs Recreation Department and at the Woodridge Community Center. Adventure Camp for ages seven to thirteen was held at the LaGrange Recreation Center and at the Meadows Center in Lisle. .

Dan Garvy stated that SEASPAR set an aggressive course and did it.

Approval of Consent Agenda:

Stephanie Gurgone moved to approve the minutes of the regularly scheduled July 15, 2008, Board Meeting; the Bank Reconciliation for July 2008 and August 2008, and Cash Disbursements for August in the amount of **\$50,195.06** and September 2008 in the amount of **\$ 36,964.78** as presented. Ray Jasica seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Indian Head Park

Motion Carried Unanimously

Recreation Reports:

Cathy Morava referred to her written report. Cathy Morava reported that that the annual end-of-the-summer activity, the Splash Bash, was held on Sunday, August 10, 2008, at the Woodridge Park District's Cypress Cove Family Aquatic Park. More than 85 individuals attended the event. SEASPAR thanks the Woodridge Rotary Club for its donation which covers the cost of the pool.

Cathy Morava reported that the final piano recital given by Leona Jones-Gervase was performed on Friday, August 29, 2008. During her 12 years with SEASPAR, Leona Jones-Gervase taught 25 individuals.

Cathy Morava reported that SEASPAR has hired Kevin Wood to teach piano and drums to SEASPAR participants starting this fall 2008 season.

Cathy Morava reported that SEASPAR is offering horseback riding at the Hansen Center this fall for five participants.

Cathy Morava reported that four SEASPAR staff are attending an Autism Workshop on September 18, 2008.

Cathy Morava reported SEASPAR is in its final stages of its PDRMA loss review. A report will be presented in October or November.

Cathy Morava reported that input from the recreation staff for the winter-spring 2009 brochure is due at the end of September.

Matt Corso reported that the SEASPAR Spikers volleyball teams are competing in the Special Olympics Volleyball Tournament held on Sunday, September 21, 2008, at the Downers Grove Park District Recreation Center. Matt Corso invited the Board members to attend.

Matt Corso reported that the 2009 Entertainment Coupon Books sold by the SEASPAR Athletic Booster Club are now available. Matt Corso invited member entities to help sell the books.

Matt Corso reported that Fuddruckers in Downers Grove is holding a benefit to help support the SEASPAR Athletic Booster Club on Wednesday, October 1, 2008, and Max & Erma's in Woodridge is providing a fundraiser on Thursday, November 13, 2008. Coupons are available from SEASPAR.

Ray Jasica inquired about fundraisers in the eastern sector of the SEASPAR area.

Lisa White reported that the Booster Club has been unsuccessful in locating any restaurants in the Cook County area that are willing to provide these kinds of fundraisers. Many fundraisers require staffing and the Booster Club does not have enough manpower to provide sufficient workers to fulfill their requests. Staff will pursue Cook County restaurants.

Ray Jasica offered the assistance of those residing in that area.

Dan Garvy noted Nicole Jones's final Intern Report.

Susan Friend reported that Nicole Jones presented the results of the survey she did on SRA programming at her final staff meeting.

Director's Report:

Susan Friend reported that the Wall of Fame made up of plaques honoring SEASPAR athletes selected to participate in Special Olympics World Games and National Games is now displayed in the SEASPAR office entrance. The Wall of Fame was made possible by a donation from the Grove Foundation of Downers Grove. SEASPAR will have a plaque showing its appreciation for their donation.

Susan Friend reported that she was the guest speaker at the Downers Grove Rotary Club meeting on Monday, September 15, 2008. Susan Friend also spoke at the DuPage Parent Network on September 10, 2008.

Susan Friend reported that she had sent a draft of the Agreement to purchase gasoline from the Village of Downers Grove, prepared by Rick Tarulis, SEASPAR attorney, to the Village for review.

Susan Friend noted that Darien's State Special Olympics athletes and Aktion Club International Contest winner will be honored at the Park Board meeting of the Darien Park District in October.

Susan Friend reported SEASPAR staff attended the grand opening celebration for the Darien Park District's new Community Center on Thursday, September 4, 2008. Susan Friend suggested a SEASPAR Board meeting be held at the Darien Community Center so all Board members could see the new facility and a meeting be held at the Sportsplex so the members could see the new EAGLES program area.

Susan Friend reported that she was asked to chair a Not-for-Profit Network of the Downers Grove Chamber of Commerce.

Susan Friend reviewed the list distributed previously of upcoming SEASPAR events that board members may wish to attend.

Dan Garvy recommended including a list of upcoming events in every board packet.

Mike Adams stated there is a ribbon cutting at Forest Glen Park on October 25, 2008.

Susan Friend thanked the Board members for attending and supporting the SEASPAR Summer Golf Classic on Friday, July 25, 2008, at Woodridge Park District's Village Greens Golf Course. Discussion ensued.

Dean Bissias complemented Mike Adams on the excellent condition of the golf course.

Unfinished Business:

None.

New Business:

Cathy Morava reviewed revisions and recommendations to the SEASPAR Refund Policy. Discussion ensued.

Dean Bissias moved to approve the SEASPAR Refund Policy Revisions 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

Susan Friend reviewed Sections 7-10 of the SEASPAR Employee Handbook. Discussion ensued.

Ray Jasica recommended striking the word “unauthorized” in section 7.2, #2 and a prohibition on cell phone use while driving.

Adjournment:

Jerry Yoksoulion moved to adjourn the regularly scheduled July 15, 2008, SEASPAR Board meeting at 4:24 p.m. Dean Bissias seconded the motion.

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

Respectfully submitted,

Susan Friend, Secretary Pro Tempore
South East Association for
Special Parks And Recreation

Georgia Weber, Recording Secretary