

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

Minutes of the Regularly Scheduled Board Meeting
held September 21, 2010, in Downers Grove, Illinois

Call to Order: Dan Garvy called the meeting to order at 3:30 p.m.

Roll Call:

Present:	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
	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:	Village of Brookfield	Rick Ginex
	Superintendent	Matthew Corso
Visitors:	*ACT Services, Inc.	Mark Trieglaff
	*Downers Grove Resident	Linda Svitak
	*SEASPAR Participant	David Svitak
	Coordinator	Brian Houzenga
	Recreation Specialist	Rachel Hane

Open Forum and Correspondence:

David Svitak, Downers Grove resident and SEASPAR participant described his experiences as a member of Team Illinois at the USA Special Olympics National Games held in Lincoln, Nebraska, July 19 – 23, 2010. The team was flown to the games in a Cessna. The use of the private jets was donated by various businesses. David Svitak practiced with Illinois teammates on weekends in preparation for the competition. David Svitak reported that the athletes stayed in dormitories. Team Illinois came in third place, winning the bronze medal.

Susan Friend reported that David Svitak was selected by Special Olympics to represent Illinois because of his sportsmanship along with his ability to play basketball. David Svitak's picture now hangs on the SEASPAR Wall of Fame in the SEASPAR reception area with the photos of other National and International Athletes.

Linda Svitak and David Svitak thanked SEASPAR for the honor of being able to play in the Special Olympics National Games.

*David Svitak and Linda Svitak exited the meeting at 3:45 p.m.

Dan Garvy welcomed Rachel Hane.

Catherine Morava reported that Rachel Hane has been hired as a Recreation Specialist responsible for Children and Youth Programs and Special Events and the Aquatics Program. Maintaining inventory and purchasing SEASPAR supplies and equipment are other aspects of Rachel Hane's responsibilities. Rachel Hane lives in Wheaton, was born in Downers Grove, and attended Illinois State University. Rachel Hane interned at NEDSRA.

Brian Houzenga reported that summer 2010 inclusion placements increased greatly at some member entities. Many park districts and recreation departments have great rapport with both parents and SEASPAR aides and some aides are specifically requested by parents. Brian Houzenga reported that the summer ran quite smoothly and Kelly McCutcheon, a Downers Grove teacher, assisted with visiting inclusion placements.

Brian Houzenga reported that of the 41 summer inclusion staff, 14 were newly hired this season. There are six new inclusion aides for this fall. Brian Houzenga reported that he often observes a child at a park district/recreation department program to evaluate whether or not the child needs an individual aide.

Brian Houzenga reported that his current emphasis is on planning Leisure Education Programs with local schools. Several programs have already been set up and some have already begun.

Mark Trieglaff reported that he is a graduate of Illinois State University with both a Bachelor and Master of Science Degree in Park and Recreation. Mark Trieglaff worked at NEDSRA and then joined the staff at the Brookfield Zoo where he worked for 18 years. Mark Trieglaff moved on to work with LCM Architects in Chicago providing accessibility code consultation and writing reports on accessibility deficiencies from site visit and/or plan reviews. Mark Trieglaff founded Accessibility Consultation and Training Services Inc. (ACTServices, Inc.) in 1995.

Mark Trieglaff reported that he is available to assist SEASPAR members with maintaining or updating accessibility needs.

Susan Friend reported that SEASPAR members can request Mark Trieglaff's assistance as an individual or as a cooperative group. Options and services are available from Mark Trieglaff.

Mark Trieglaff reported that he is available to answer questions and not be financially "on the clock" for many forms of assistance.

Susan Friend suggested that the members plan now for next year's levy which was her reasoning for having Mark Trieglaff attend the board meeting.

Discussion ensued.

Mark Trieglaff will create a form of proposal per request by Susan Friend.

*Mark Trieglaff exited the meeting at 4:04 p.m.

Dan Garvy reviewed the July 22, 2010, TribLocal article regarding the SEASPAR Golf Classic.

Dan Garvy reviewed the July/August 2010 TribLocal listing of SEASPAR August special events.

Dan Garvy reviewed the August/September 2010 TribLocal article regarding the SEASPAR Believe & Achieve honorees.

Dan Garvy reviewed the September 8, 2010 Reporter/Progress article regarding SEASPAR volunteerism.

Approval of Consent Agenda:

Ray Jasica moved to approve the minutes of the regularly scheduled Board Meeting of July 21, 2010; Bank Reconciliation for August 2010; Cash Disbursements for August 2010 in the amount of \$61,600.03; and Cash Disbursements for September in the amount of \$61,825.76 as presented. Mike Adams seconded the motion.

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

Recreation Reports:

Catherine Morava reported that Greg Pavesich, SEASPAR Recreation Specialist, celebrated his one year anniversary with the agency on September 14, 2010. Greg Pavesich has made great strides getting SEASPAR connected with the Paralympians and with PH and VI populations. Greg Pavesich has creative programming ideas, is fun to be around, and a wonderful role model for SEASPAR's male participants.

Catherine Morava reported that Brian Houzenga has inclusion placements for 25 individuals participating in programs offered by member entities.

Catherine Morava reported that she attended the September Stroke Support Group luncheon held at The View in Lisle.

Catherine Morava reported that SEASPAR participants will be auditioning in September for the SRAs Got Talent program to be held in November.

Fund Development

Lisa Rasin reported that the July SEASPAR Golf Classic held at the Woodridge Park District's Village Greens Golf Course had 18 holes sponsored and 76 golfers played the course. Revenue was \$17,105; expenses were \$7,527.79 leaving a net profit of \$9,577.21.

Lisa Rasin reported that she plans to look for bigger sponsors for next year and is hoping to locate sponsors by the end of this year.

Lisa Rasin thanked the board for all of their help to make the Golf Classic a success.

Lisa Rasin reported that the golf classic will be held at the Village Greens Golf Course in Woodridge on July 22, 2011, and the Walk And Roll-A-Thon will be held at Ebersold Park in Downers Grove on May 22, 2011.

Lisa Rasin reported that she is working with the Downers Grove and Westmont High Schools to assist at the Walk And Roll-A-Thon.

Lisa Rasin reported that Best Buy and Apex Flooring have expressed an interested in assisting SEASPAR financially and with volunteering.

Lisa Rasin reported that the SEASPAR Annual Appeal will be mailed before Thanksgiving.

Lisa Rasin reported that she recently attended a seminar on How to Create Your Donor List.

Lisa Rasin reported that she is meeting with representatives from Gordon Fleisch and Advocate Good Samaritan Health Care regarding small grants.

Lisa Rasin reported that the Grand Opening event at Toscana's in LaGrange is on hold.

Lisa Rasin reported that plans for events at the Tivoli Theatre in Downers Grove are being made for April and May 2011.

Lisa Rasin reported that she recently attended an event in Wheaton to watch a group of judges and attorneys who may be possible fundraiser entertainers.

Director's Report:

Susan Friend requested the Board review their information on the SEASPAR Board and Staff list, update their information, and give the updates to Georgia Weber to compile.

Susan Friend reviewed information distributed to the Board regarding an ADA update.

Susan Friend reported that Jane Hodgkinson of WDSRA plans to retire in June of 2011.

Susan Friend reported that Larry Reiner of NEDSRA is retiring on November 5, 2010, after 33

years as Director.

Susan Friend reported that the SEASPAR audit is almost finalized.

Susan Friend reported that the Annual Statistical Report is near completion. The new recreation software is not producing all of the statistics that SEASPAR would like. A program enhancement has been ordered, but the stats will be provided before the enhancement.

Unfinished Business:

None.

New Business:

Susan Friend reviewed the bids for a 2011 bus. Discussion ensued.

Mike Adams moved to reject the low bid from Midwest Transit due to unsatisfactory performance after previous purchases. Joan Pieri seconded the motion.

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

Mike Adams moved to award the bid for a 2011 15 Passenger Wheelchair Accessible Mini Bus to Illinois Bus Sales in the amount of \$58,750 and to authorize staff to execute the purchase of the vehicle. Steve Thomas seconded the motion.

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

Susan Friend reviewed the first draft of the FY2011-2012 levy request. Cook County EAVs are not yet available therefore member contribution figures cannot be established. Cook County representatives indicated that they had no EAV information and were seeking it as well.

*Dean Bissias entered the meeting at 4:25 p.m.

Ray Jasica said that before considering reducing the levy rate, to have a plan in place. Ray Jasica asked if there was consideration for doing a long range plan.

Susan Friend reported that the SEASPAR Long Range Plan was done 5-6 years ago and that

\$15,000 was budgeted for a plan to be completed this year. SEASPAR is back at full speed and now has practically a whole new board and many new staff for a long range plan.

Member Entity Projects and Events:

Nothing current.

Adjournment:

Mike Adams moved to adjourn the regularly scheduled September 21, 2010, SEASPAR Board meeting at 4:40 p.m. Janet Barr seconded the motion.

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

Respectfully submitted,

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

Georgia Weber, Recording Secretary