

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

Minutes of the Regularly Scheduled Board Meeting held
June 16, 2015, at the Lemont Park District CORE,
16028 127th Street, Lemont, IL 60439

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

Roll Call:

Present:	Darien Park District	Stephanie Gurgone
	Downers Grove Park District	Bill McAdam
	Community Park District of LaGrange Park	Aleks Briedis
	Lemont Park District	Louise Egofske
	Lisle Park District	Dan Garvy
	Village of Western Springs	Ray Jasica
	Westmont Park District	Bob Fleck

Executive Director	Susan Friend
Superintendent	Catherine Morava
Fund Development Coordinator	Lisa Rasin
Recording Secretary	Ann Franczyk

Absent:	Village of Brookfield	Mary Pezdek
	Clarendon Hills Park District	Kelly Smith
	Village of Indian Head Park	Tom Hinshaw
	Park District of LaGrange	Dean Bissias
	Woodridge Park District	Mike Adams
	Superintendent	Matt Corso

Visitors:	Recreation Specialist	Kim Huggins
	Recreation Specialist	Rachel Pavesich
	Lisle Park District Intern	Luke Wyss
	Lemont Park District	Ryan Jastrzab
	Lemont Park District	Karolina Kamperda

Public Comment and Correspondence:

Dan Garvy introduced Luke Wyss, the Lisle Park District summer Intern. Dan also congratulated Recreation Specialist Kim Huggins on her five-year anniversary with SEASPAR.

Susan Friend presented Kim with gift certificate in recognition of her outstanding work organizing Friday Night Social Clubs for 60 to 80 people each week, as well as Teen and Adult Special Events. Kim works extensively to get participants into programs when they have been wait-listed. She is also responsible for coordinating the facility requests for all SEASPAR programs. Susan congratulated Kim and said she was really happy Kim is part of our team.

Kim thanked Susan. She said she loves her job and is very excited to be going on the SEASPAR summer trip to Hawaii this year.

Rachel Pavesich made a brief presentation on Day Camps. Some changes this year include a five-day option for those attending Teen & Adult Camp. They can now choose between two, three, or five-days per week for this camp which takes place in the Lemont Park District's Centennial Community Center. Rachel showed the Board a new brochure designed especially for Day Camps. This contains everything parents need to know about camps and is a great resource.

There are 18 children in Kids Camp, 12 in Bursting with Fun, and 16 in Teen & Adult, of which 14 are new participants to SEASPAR including 9 from Lemont. Most camps run for six weeks, plus there is an option to sign up for an additional two-week half-day Adventure Camp.

Cathy Morava said Rachel also oversees Children's Weekly Programs and Special Events so she is really busy this time of year. Cathy said Rachel does a great job and thanked her for all her hard work.

Rachel added another change this year has been that Cathy now oversees camps, which used to be the responsibility of Matt Corso. Rachel said it is a new learning experience for both of them.

Approval of Consent Agenda:

Ray Jasica moved to approve the Minutes from the May 19, 2015, Board Meeting; the Cash Disbursements for May in the amount of \$79,569.87; and the Bank Reconciliation for May 2015, as presented. Bob Fleck seconded the motion.

Voting Aye: Western Springs, Westmont, Darien, Downers Grove, LaGrange Park, Lemont, Lisle

Voting Nay:

Absent, Not Voting: Brookfield, Clarendon Hills, Indian Head Park, LaGrange, Woodridge
Motion Carried Unanimously

Recreation Reports:

Cathy Morava said this year's Summer Kick-Off party was moved inside the Westmont Community Center due to weather conditions. There were a lot of participants and parents dancing and having a good time. She said the facility was excellent and thanked the Westmont Park District staff for their help in setting up and assisting during the event.

Summer Inclusion requests have been overwhelming. We have hired one of our part-time staff to assist Dana Herrera in overseeing Teen & Adult Weekly Programs so that Dana can devote more of her time to Inclusion.

Dan Garvy said he was pleased to read in Cathy's report that 20 Lemont participants have joined SEASPAR. He said this was a great start and is really exciting for the agency.

In Matt Corso's absence, Susan Friend reported that two of the five interviews for the new marketing position have been conducted. The rest should be completed by the end of the week.

Fund Development Report:

Lisa Rasin reported that a \$14,607 grant was awarded to the EAGLES for their Commit to be Fit program. Staff are working with PDRMA to see how this program can be expanded.

Lisa reported that two \$500 checks have been received from Kohl's for SEASPAR fundraisers. This is a wonderful program in that not only do we get volunteers to help at our events, but we also get a donation on top of it.

There is a Scott Kirby concert in Lemont next month in which SEASPAR will receive 25% of the food sales that evening. Lisa distributed fliers and asked the Board to attend and support the agency.

Executive Director's Report:

Susan Friend reported that SEASPAR was the recipient for two memorial donations recently. So far, \$2,000 has been received from one, and \$875 from the second. The agency is humbled by these very generous donations.

Susan said in the Board's folders there are some statistics from PDRMA covering staff registering for training sessions, number of calls to the help line, health risk assessment participation, etc. The agency rate stabilization figure was also on the report.

Also in their folders is an updated Board Directory, as well as some information about our procedures for processing background checks in light of what has happened in the news this past week. The agency conducts nationwide checks using Southeastern Security Consultants, as recommended by NPRA. Checks on existing employees are done every three years. SEASPAR is very pleased with the turnaround time and the helpfulness of the people at SSCI.

Susan said a revised income statement was not quite ready for distribution as there have been a lot of changes and additions since the May 31 closing. She also stated that invoices for winter/spring Inclusion aides should be available soon. Susan thanked the Board members who attended the Believe & Achieve banquet and said the video will be shown at an upcoming meeting.

Unfinished Business:

None

New Business:

Ray Jasica moved to retain the current SEASPAR Board Officers. Bill McAdam seconded the motion.

Voting Aye: Western Springs, Downers Grove, Darien, LaGrange Park, Lemont,
Westmont, Lisle

Voting Nay:

Absent, Not Voting: Brookfield, Clarendon Hills, Indian Head Park, LaGrange, Woodridge

Motion Carried Unanimously

Stephanie Gurgone accepted the appointment as Treasurer.

Susan stated a revised Board Meeting Schedule was provided for Board approval as a change was made to the regularly scheduled date for September due to a conflict with the annual NRPA Conference.

Aleks Briedis moved to approve the 2015-2016 Board Meeting Schedule as presented. Bob Fleck seconded the motion. Upon voice vote, the motion carried unanimously.

After reviewing the State Purchasing Program details for buying a new vehicle, Cathy Morava recommended a new 15-passenger bus to replace Ron Burgundy be purchased through the State. The new vehicle is a Ford and should be available in four to five months. The cost is \$60,064 plus graphics.

Ray Jasica moved to approve the purchase of a new bus not to exceed \$61,000. Aleks Briedis seconded the motion.

Voting Aye: Western Springs, LaGrange Park, Darien, Downers Grove, Lemont,
Westmont, Lisle

Voting Nay:

Absent, Not Voting: Brookfield, Clarendon Hills, Indian Head Park, LaGrange, Woodridge
Motion Carried Unanimously

Susan said a fire department has expressed interest in purchasing the Burgundy Bus for training purposes and transporting groups in certain situations.

Member Entity Projects and Events:

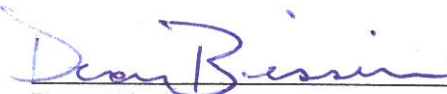
The Westmont Park District is preparing for their Fourth of July activities and welcomes any volunteers to help serve beverages.

Susan Friend thanked Louise Egofske for hosting today's meeting and for providing the tour.

Adjournment:

Louise Egofske moved to adjourn the regularly scheduled June 16, 2015, SEASPAR Board Meeting at 4:09 p.m. Aleks Briedis seconded the motion. Upon voice vote, the motion carried unanimously.

Respectfully submitted,



Dean Bissias, Secretary
South East Association for
Special Parks And Recreation



Ann Franczyk, Recording Secretary