

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

Minutes of the Regularly Scheduled Board Meeting Held  
January 19, 2016, at the SEASPAR Office,  
4500 Belmont Road, Downers Grove, IL 60515

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

**Roll Call:**

Present:	Clarendon Hills Park District	Kelly Smith
	Darien Park District	Stephanie Gurgone
	Village of Indian Head Park	Brenda O'Laughlin
	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
	Woodridge Park District	Mike Adams
	Executive Director	Susan Friend
	Superintendent	Catherine Morava
	Superintendent	Matt Corso
	Fund Development Coordinator	Lisa Rasin
	Marketing Coordinator	Morgan Drdak
	Recording Secretary	Ann Franczyk
Absent:	Village of Brookfield	Mary Pezdek
	Downers Grove Park District	Bill McAdam
	Park District of LaGrange	Dean Bissias
Visitors:	SEASPAR Manager	Shannon Tovey
	SEASPAR Recreation Coordinator	Rachel Pavesich
	Intern	Elyse Maturo

**Public Comment and Correspondence:**

Shannon Tovey introduced Elyse Maturo who will intern at the agency until April 22. Elyse is majoring in Therapeutic Recreation at Illinois State University.

Rachel Pavesich gave a presentation on statistics during the last five years of fall programs for areas that she oversees – Wonders; Children and Teens Weekly Programs and Special Events; and Programs for Everyone. There was quite an increase in the number of participants in 2014 due to the opening of Wonders. Another increase in 2015 is attributed to expanding the Karate program to participants of all ages. Mini-Camps also saw a large increase from 2014 to 2015.

Rachel shared a story about a young, non-verbal boy that regularly visits Wonders who has made great strides in communicating. He is now saying a few words, making eye contact with Rachel, and called out to his mother for the very first time. His experience at Wonders has enriched not only his life but that of his family as well.

Ray Jasica asked what percentage of the room is used on a daily basis. Rachel replied that it is mostly used in the evenings and weekends so as not to disrupt the EAGLES who meet at that site daily. When large classrooms come in, they are split into smaller groups and the children not in Wonders do activities in the EAGLES area. Dan Garvy suggested contacting the Lisle Park District to see if another room is available to handle the overflow.

Susan Friend said the gold medals on display at the meeting were received by Karen Buron at the 1985 International Games. Her family wanted them to come back to SEASPAR since the agency provided the opportunity for her to participate in Special Olympics. They will be added to the Wall of Fame along with a plaque in honor of Karen.

Dan Garvy congratulated the staff on receiving a Level A-Accreditation from PDRMA. Susan said the Loss Control Review for 2016 has started. Cathy Morava met with Tim Lenac last Friday.

**Approval of Consent Agenda:**

Ray Jasica moved to approve the Minutes from the December 15, 2015, Board Meeting; the Cash Disbursements in the amount of \$133,120.58; and the Bank Reconciliation from December 2015, as presented. Mike Adams seconded the motion.

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

Voting Nay:

Absent, Not Voting: Brookfield, Downers Grove, LaGrange

Motion Carried Unanimously

**Recreation Reports:**

Cathy Morava said the part-time/volunteer staff In-Service is Thursday night. Full-time staff will be there to assist Shannon Tovey run the training and Cathy is making a presentation on safety and risk management topics.

Dana Herrera, Inclusion Coordinator, has resigned. Her job description will be posted on the IPRA website as we are looking for someone to fill the position. Cathy plans to handle Inclusion staffing, a part-time staff will assist with coordinating Leisure Education programs, and the agency will do its best to get programs up and running for the upcoming season.

Ray Jasica expressed concern about SEASPAR providing transportation for participants in group homes. He feels that would be setting a precedent and something that would need to be done for group homes in all 12 communities we serve.

Following discussions, it was the consensus to have staff track the costs associated with this program and report back to the Board.

Matt Corso gave the Board some giveaway items that he has ordered for the 40<sup>th</sup> Anniversary. He also had copies of postcards that Morgan Drdak created announcing the events planned for the first six months of this year.

Matt informed the Board that Morgan completed the requirements and passed the test for the Certified Park and Recreation Professional certification. Dan Garvy extended congratulations on behalf of the Board.

Joelle Szyszka, Lisle EAGLES Site Director, has accepted another job and her last day with SEASPAR is this Friday. Katie Lyter, from the Darien EAGLES, has been promoted to the Site Director for Lisle. Matt and Dawn are looking for someone to fill Katie's position which is three-days a week in Darien.

**Fund Development Report:**

Lisa Rasin said the Annual Appeal is going well and thanked the Board for their generous donations. For the spring concert at the Tivoli, Lisa is considering bringing back American English in late April or early May. It has been difficult finding a band that is willing to perform in the suburbs with all the venues available in Chicago.

**Marketing Report:**

Morgan Drdak provided some statistics about the current ticket sales for the Fish Fry fundraiser on February 5 at the Wheatstack Restaurant in Lisle.

**Executive Director's Report:**

Susan Friend congratulated Dan Garvy on his recent election to the PDRMA Board.

Susan said the 40<sup>th</sup> Anniversary preparations have taken a big part of staff's time during the last few months. She has been doing research through old Minutes, and it has been interesting to look back and see how things have happened.

The Strategic Plan spreadsheet for years two and three has been updated and provided for the Board's review. Staff is looking at trends indicating what we should be doing and what we should be looking into. Under the Process Efficiency theme, staff came up with 19 processes they would like to improve.

Susan announced that Ann Franczyk has decided to retire. She and her husband have been 15-year volunteers with SEASPAR, and Ann has worked in the front office for 10 years come March. She will be leaving as of May 15, but may come back on a part-time basis.

**Unfinished Business:**

None.

**New Business:**

Kelly Smith moved to approve the release of Executive Session Minutes from March 17, 2015, and April 21, 2015. Mike Adams seconded the motion. Upon voice vote, the motion carried unanimously.

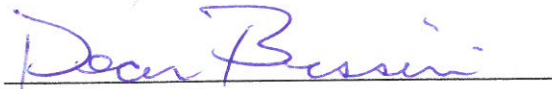
**Member Entity Projects and Events:**

None.

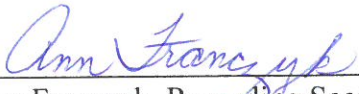
**Adjournment:**

Louise Egofski moved to adjourn the regularly scheduled January 19, 2016 SEASPAR Board Meeting at 4:28 p.m. Kelly Smith 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