

SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION

Minutes of the Regularly Scheduled Board Meeting Held
Tuesday, January 17, 2017, 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:

Village of Brookfield	Mary Pezdek
Clarendon Hills Park District	Kelly Smith*
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*
Woodridge Park District	Don Ritter

Executive Director	Susan Friend
Superintendent	Catherine Morava
Superintendent	Matt Corso
Fund Development Coordinator	Lisa Rasin*
Marketing Coordinator	Morgan Drdak
Acting Recording Secretary	Michelle Mahlan

Absent: Village of Indian Head Park
Park District of LaGrange
Brenda O'Laughlin
Dean Bissias*

Visitors: Administrative Services Manager
Recreation Coordinator, CTRS
Carol Kocek
Rachel Pavesich

Public Comment and Correspondence:

*Lisa Rasin entered the meeting at 3:31 p.m.

*Kelly Smith entered the meeting at 3:32 p.m.

Rachel Pavesich, Recreation Coordinator at SEASPAR for youth programs, gave a presentation.

She stated that ice skating, horseback riding, sensory Sunday, gymnastics, and Kid's Club are all very popular youth programs. There are 30 active youth participants registered for programs this season. Rachel is working with Morgan Drdak to promote SEASPAR in Family Time Magazine and My Suburban Life to attract new participants.

There are 32 active Tween (ages 11-15) participants this season. Popular programs for this age group include karate, right fit, teen excursion, swimming sampler, tour a town, and progressive dinner.

Rachel is very excited about the new Sparkle Wall panel and Marble Wall recently installed at the Wonders Room. She expressed her appreciation to the Lisle Park District Maintenance Staff for assisting with the installation, as the equipment was large and heavy. The maintenance staff also painted the equipment white. Wonders continues to be well utilized by the SEASPAR community with regular weekly bookings from Darien School District, EAGLES, and classroom field trips. Rachel continues to develop new program ideas using Wonders.

Rachel shared videos of participants interacting with the new equipment. She remarked that young children especially enjoy laying on bean bag chairs and massaging their feet on the marble wall.

Rachel also coordinates Day Camp. She noted that all of her site directors are returning this year. The theme for camp is "The Great Outdoors." Outdoor activities and nature center visits and other outdoor venues are being planned. Rachel received positive feedback from last year's Day Camp parent survey. Parents would like camp offered for additional weeks and for a longer day.

Approval of Consent Agenda:

Ray Jasica moved to approve the Minutes from the December 20, 2016, Regular Board Meeting; December 20, 2016 and January 10, 2017 Executive Board Meeting, the Cash Disbursements in the amount of \$65,430.53, and the Bank Reconciliation from December 2016, as presented. Alex Briedis seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Indian Head Park, LaGrange, and Westmont

Motion Carried Unanimously

Recreation Reports:

Cathy Morava noted that Lisa Barerra has started a new program being offered during the school day that will be focused on arts & crafts. PDRMA will be providing SEASPAR jackets for staff and board members for retaining accredited status.

Matt Corso had nothing to add to his report.

Stephanie Gurgone asked Matt how the integration of Applitrack to the website was working. Matt remarked that there were still a few kinks to work such as Applitrack providing jobseekers with job positions to apply for that are not staff positions available at SEASPAR.

Fund Development Report:

Lisa Rasin thanked the Board for their donations as part of the Annual Appeal. To date over \$10,000 has been received. Lisa remarked that she hopes to see the total donations reach \$13,000.

Lisa reminded the Board of the upcoming Fish Fry on Friday, February 24. Tickets are available online.

Marketing Report:

Morgan Drdak reported that the RFP for the SEASPAR website redesign was released on Friday, January 13. The website redesign project should be completed by the end of the Fiscal Year. The website was last updated in 2014 and it is not mobile-friendly.

*Bob Fleck entered the meeting at 3:50 p.m.

Executive Director’s Report:

Susan Friend thanked Morgan Drdak for having the color photos printed on canvas wraps. Susan noted that participants have really enjoyed seeing their photo(s) adorning the office hallways.

Susan invited Board members to stop by the Therapeutic Section’s meeting at the IPRA conference on Thursday, January 19 at 6:00 p.m. where SEASPAR and individuals will receive some well-deserved recognition.

Susan referenced the RFQ for legal services that was included in the board packet for member’s consideration. SEASPAR has already had responses from three firms. Interviews will be conducted on February 13 and Susan asked if any Board members would be interested in aiding with the selection process. Community Park District of LaGrange Park, Lisle Park District, and Westmont Park District representatives volunteered to help.

Susan asked the Board to keep her abreast of their Board action on the adoption of the Joint Agreement language change.

*Dean Bissias phoned into the meeting via Speakerphone.

Susan asked permission of the Board to move to New Business and the Board concurred.

New Business:

Susan Friend stated that she had submitted a letter to Board President, Dan Garvy, that effective July 7, 2017 she was retiring. Furthermore, Susan stated that the Executive Board met on Tuesday, January 10, 2017 to discuss the appointment of a new Executive Director upon her retirement. The Board unanimously agreed to appoint Matthew Corso, Superintendent of Program Development, to the position of Executive Director, effective end of business day on July 7, 2017.

Aleks Briedis moved to approve the appointment of Matthew Corso to Executive Director effective end of business day on July 7, 2017. Bob Fleck seconded the motion.

Voting Aye:	LaGrange Park, Westmont, Brookfield, Clarendon Hills, Darien, Downers Grove, LaGrange (voted via phone), Lemont, Western Springs, Woodridge, Lisle
Voting Nay:	None
Absent, Not Voting:	Indian Head Park

Motion Carried Unanimously

Board Members offered congratulations to Matt and Susan. Matt thanked the Board for the opportunity and looks forward to the new challenge.

*Dean Bissias disconnected from his phone call to leave the meeting.

Executive Director's Report: (continued)

Discussion returned to the selection of new legal counsel through the RFQ process. Susan Friend reiterated that she is looking for counsel that is responsive, forward-thinking, and has greater SRA experience.

Susan also noted that she had not had any further response from the Social Security Administration office regarding SEASPAR's re-application.

Unfinished Business:

Discussion ensued regarding the concept of a buy-in process for joining SEASPAR. Susan included some examples in her Board Report for consideration. Susan noted that she didn't think the Board should rush into making a decision regarding buy-in fees. Stephanie Gurgone stated that it is a much more complicated calculation/formulation than it seems.

Some communities that might want to join SEASPAR in the future may offer only participants but no facilities or other assets. The most important question seems to be "Is it a good fit?"

Bill McAdam raised the question about whether SEASPAR was big enough at the moment and maybe didn't want to consider adding new members. Perhaps it's time to establish a strategic plan for future growth.

Matt Corso stated that SEASPAR has not received any inquiries about joining recently. No other SRAs have a buy-in fee, so it's premature to try to move quickly in that direction.

Ray Jasica stated that we should tell potential new members that in order to determine an accurate estimate of the cost to be a member of SEASPAR, a detailed evaluation of the community would need to be completed. The Board concurred. This would be in addition to the Member contributions at the current rate.


Member Entity Projects and Events:

None.

Kelly Smith moved to adjourn the regularly scheduled January 17, 2017 SEASPAR Board Meeting at 4:27 p.m. Bob Fleck seconded the motion.

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

Respectfully submitted,



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



Michelle Mahlan, Acting Recording Secretary

