

SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION

Minutes of the Regularly Scheduled Board Meeting Held
July 18, 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:	Clarendon Hills Park District	Kelly Smith
	Darien Park District	Stephanie Gurgone
	Downers Grove Park District	Bill McAdam
	Village of Indian Head Park	Brenda O'Laughlin
	Park District of LaGrange	Dean Bissias
	Lemont Park District	Louise Egofske
	Lisle Park District	Dan Garvy
	Village of Western Springs	Ray Jasica
	Woodridge Park District	Mike Adams
	Executive Director	Matt Corso
	Superintendent	Catherine Morava
	Fund Development Coordinator	Lisa Rasin
	Marketing Coordinator	Morgan Drdak
	Recording Secretary	Michelle Mahlan
Absent:	Village of Brookfield	Mary Pezdek
	Community Park District of LaGrange Park	Aleks Briedis
	Westmont Park District	Bob Fleck
Visitors:	Administrative Services Manager	Carol Kocek
	Recreation Coordinator	Rachel Pavesich
	Support Staff Manager	Shannon Tovey

Public Comment and Correspondence:

Dan Garvy congratulated Shannon Tovey on five years of service to SEASPAR. Cathy Morava added that Shannon is well-liked by her co-workers. She is responsible for vehicles, managing part-time and volunteer staff, and is the SEASPAR Wellness Committee chairperson.

Rachel Pavesich, Recreation Coordinator, presented a slideshow about her programming area.

Rachel is in charge of two traditional camps, two cooperative camps, and three mini camps.

This summer, Kid's Camp has twenty campers at El Sierra School in Downers Grove. The campers swim at Sea Lion Aquatic Park in Lisle and take field trips on Fridays.

Teen Camp has twenty-two campers and meets at Centennial Park in Lemont.

Bursting with Fun Camp has twelve campers and meets at the LaGrange Community Center.

An extra week of DC, Teen, and Adventure camp has been added to the schedule along with extended hours and full day camp offerings in response to parent/family feedback.

Rachel is also the supervisor for Norman B. Barr Camp in Williams Bay, Wisconsin.

Approval of Consent Agenda:

Dean Bissias moved to approve the Minutes from the June 20, 2017 Regular and Executive Board Meeting, the Cash Disbursements in the amount of \$67,792.60 and the Bank Reconciliation from June 2017, as presented. Brenda O’Laughlin seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, LaGrange Park, Westmont

Motion Carried Unanimously

Recreation Reports:

Cathy Morava invited everyone to attend the Picnic & Flick on July 22 in Indian Head Park featuring the movie “Trolls” and the Family Pool Party on August 27 in Lemont.

Fund Development Report:

Lisa did not have anything to add to her report. She reminded the Board of the upcoming golf outing at Village Greens Golf Course.

Marketing Report:

Morgan Drdak had nothing to add to her report.

Fall brochures were distributed to Board Members. Morgan will deliver brochures to member entities the week of July 24.

Executive Director’s Report:

Matt Corso distributed Susan’s business cards in case Board Members did not pick one up at the retirement dinner. Matt shared an article about the plaque that was affixed to the Serena’s Song Balloon Basket in Susan’s honor.

Matt appreciated the feedback he received about the *For The Rec* newsletter. He was happy to hear that so many SEASPAR Board Members were passing this publication on to their own Boards. Matt agreed that the publication should remain a regular communication piece between SEASPAR and member entities.

Matt mentioned that he is in the process of updating the Board contact list with new information. Once updated, the list will be distributed.

The new Superintendent of Administration, Karen Lesniak, will begin work at SEASPAR on Monday, August 14. Karen comes to SEASPAR with more than 30 years of experience and actually started her special recreation career at SEASPAR as an intern.

Matt reported that Kim Huggins recently took a group to Savannah for the vacation trip. The group was having dinner at a local restaurant and was told that someone had paid the groups dinner tab. Kim left her business card and a few days later received an email from the donor. He was so overwhelmed by the participants and the staff's attention to them. He said "The world would be a much better place if everyone could learn from your group, your staff, and many others like you, how to be kind to one another and be there for someone who needs you."

Matt also shared the grand opening information for the LaGrange Fitness Center.

Matt passed around recent articles in Suburban Family and the Special Needs Guide as well as news coverage from the EAGLES Third Annual 5K and the Golf Outing.

Matt Corso stated that recording secretary Michelle Mahlan resigned and staff is looking for a replacement.

Matt stated that the Management Association is administering the salary survey with IPRA.

He stated that Kim Huggins was registered to attend the ATRA conference in Orlando which was cancelled due to Hurricane Irma.

Matt reported that he went to an in-service presented by Greg Fenton, Director of the Division of Developmental Disabilities of the Illinois Department of Human Services. Greg reconfirmed the trend of smaller, community-based services like the EAGLES program, is the nationwide trend for all types of services to individuals with disabilities and that Medicaid funds are still not a viable option for reimbursement for the EAGLES program.

Unfinished Business:

None

New Business:

Matt Corso provided a brief overview of the policy manual overhaul. He highlighted some of the significant changes.

Board members suggested omitting specific wages for overnight pay and for tuition reimbursement to eliminate the need to bring back for approval. The suggested wording was based on annual budget figures.

Discussion followed regarding sick leave and time increments for partial sick days for medical appointments.

Matt Corso reviewed the levy request for FY2018-2019.

*Tracy Alden left the meeting at 4:31 p.m.

Matt Corso stated that he met with staff and reevaluated various suggestions for use of the fund balance. He stated he was compiling an updated list of projects in priority order. Some office

revisions include new flooring for current vinyl tiled rooms and removing carpet from main walkways and installing flooring there as well.

Additional items include: revamping the office at the Lisle site to become a music room for lessons, installing cameras at Lisle and Brookfield similar to what we have in Darien, revamping the office space in Darien for additional staff, and installing key pads on the doors at the SEASPAR office.

Additional items discussed were long term capital projects including partnering with member districts to add on to existing facilities to provide program and/or EAGLES space.

Matt stated that instead of trading the Ram van, staff are using it at Lisle EAGLES allowing an additional three participants on Tuesdays and Thursdays with the addition of an increase on Monday, Wednesday, and Friday at a later date.

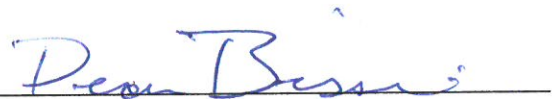
Member Entity Projects and Events:

In addition to the opening of the fitness center in LaGrange.

Adjournment:

Mike Adams moved to adjourn the regularly scheduled September 19, 2017 SEASPAR Board Meeting at 4:57 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



Carol Kocek, Recording Secretary