

SOUTH EAST ASSOCIATION FOR
SPECIAL PARKS AND RECREATION

Minutes of the Regularly Scheduled Board Meeting Held
May 16, 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:

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| Clarendon Hills Park District | Kelly Smith |
| Darien Park District | Stephanie Gurgone |
| Park District of LaGrange | Dean Bissias |
| Community Park District of LaGrange Park | Aleks Briedis |
| Lemont Park District | Louise Egofske |
| Lisle Park District | Dan Garvy |
| Village of Western Springs | Ray Jasica |
| Woodridge Park District | Mike Adams |

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| Executive Director | Susan Friend |
| Superintendent | Matt Corso |
| Fund Development Coordinator | Lisa Rasin |
| Marketing Coordinator | Morgan Drdak |
| Recording Secretary | Michelle Mahlan |

Absent:

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| Village of Brookfield | Mary Pezdek |
| Downers Grove Park District | Bill McAdam |
| Village of Indian Head Park | Brenda O'Laughlin |
| Westmont Park District | Bob Fleck |
| Superintendent | Catherine Morava |

Visitors:

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| Administrative Services Manager | Carol Kocek |
| Support Staff Manager | Shannon Tovey |
| Summer Intern | Mary Therese Bonaguro |
| Summer Intern | Julia O'Brien |

Public Comment and Correspondence:

Shannon Tovey, Support Staff Manager, introduced SEASPAR's summer interns Mary Therese Bonaguro and Julia O'Brien.

Approval of Consent Agenda:

Kelly Smith asked that the minutes be revised to reflect that the Sick Policy be noted as “Motion Carried” rather than “Motion Carried Unanimously.” Dean Bissias moved to approve the Minutes from the April 18, 2017 Regular Board Meeting with Kelly’s revision, the Cash Disbursements in the amount of \$85,244.20, and the Bank Reconciliation from April 2017, as presented. Mike Adams seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Downers Grove, Indian Head Park, Westmont

Motion Carried Unanimously

Recreation Reports:

In Cathy Morava’s absence, Susan Friend reminded the Board of the upcoming Summer Kick Off Party at Ty Warner Park on Sunday, June 11.

Matt Corso invited everyone to check out the inaugural Power Soccer tournament on Saturday, May 20 at the LaGrange Recreation Center. The sport is for participants in power wheelchairs and is played with a bucket on the front of the wheelchair and uses an oversized soccer ball.

Fund Development Report:

On Sunday, May 21, the Walk-and-Roll-A-Thon will be held at Ebersold Park in Downers Grove. There is also an upcoming golf outing on Friday, July 18, and Lisa will provide flyers to Board Members for advertising at their member entities. Dan remarked that the Tributosaurus concert was great and well received by concert-goers.

Marketing Report:

Morgan Drdak had nothing to add to her report. Susan Friend mentioned that the St. Francis students who conducted the survey for SEASPAR reported that SEASPAR has the best website of all the other Illinois SRAs that are our competitors.

Executive Director’s Report:

Susan Friend reported that staff received good information from the St. Francis Survey. The students and their professor were very organized and provided an in-depth presentation of the findings both written and as a PowerPoint presentation.

Mike Adams asked if the survey was a valid survey. Susan replied that the survey was sent to all families that were active participants in the past three years. Since the return percentage was less than 30%, the survey is not considered valid. Mike Adams offered to include a few survey questions about SEASPAR in an upcoming Woodridge Community Survey and encouraged other member entities to also survey their community members. Susan agreed that the outreach would be appreciated.

Susan noted that a number of survey respondents thought that online registration was too complicated and that instructions would be helpful to navigate the steps. Susan noted that on-line

registration using RecTrac Software can be cumbersome and that she will direct staff to have instructions available for completing on-line registration.

Susan promised that she would do her best to make it to Board Meetings for SEASPAR member entities in the next few months before she retires.

Susan also reported that the Employee Handbook is in its final stages of review with the lawyers and will be ready for review by the Board in the coming months.

Unfinished Business: None

New Business: None

Member Entity Projects and Events:


Dean Bissias reported that new windows were being installed at the Recreation Building in LaGrange. Aleks Briedis reported that LaGrange Park is out to bid for the Memorial Park renovation.

Adjournment:

Mike Adams moved to adjourn the regularly scheduled May 16, 2017 SEASPAR Board Meeting at 3:50 p.m. Dean Bissias seconded the motion.

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

Respectfully submitted,


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



Michelle Mahlan, Recording Secretary

