

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

Minutes of the Regularly Scheduled Board Meeting Held  
April 17, 2018, 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	Arlene Rovner
Clarendon Hills Park District	Kelly Smith
Darien Park District	Stephanie Gurgone
Downers Grove Park District	Bill McAdam
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

Executive Director	Matt Corso
Superintendent	Catherine Morava
Superintendent	Karen Lesniak
Fund Development Coordinator	Lisa Rasin
Marketing Coordinator	Morgan Drdak
Recording Secretary	Carol Kocek

<b>Absent:</b>	Village of Indian Head Park	Brenda O'Laughlin
	Westmont Park District	Bob Fleck

<b>Visitors:</b>	Support Staff Manager	Shannon Tovey
	Administrative Assistant	Nicole Guzior

### **Public Comment and Correspondence:**

Shannon Tovey stated she's been at SEASPAR for almost six years. In her presentation, she explained her part-time staff have longevity and highlighted seven milestone staff who have a combined 85 years of service to SEASPAR. This consistency helps to staff our more challenging participants. In addition to supervising interns, she also supervises a Recreation Coordinator.

Shannon describes her position as puzzles, partnerships, and projects. Day to day her puzzles are to keep programs staffed and vehicles available and ready for programs. Partnerships include ability awareness programs with schools and Lisle Teens with Character. This group provided 15 volunteers who helped with decorations and staffing at a recent dance.

Shannon shared her communication with universities is ongoing. This summer SEASPAR has two interns who help greatly with day camps and inclusion.

\*Aleks Briedis entered the meeting at 3:38 p.m.

Shannon commented a new ability awareness program was provided for the DuPage County Forest Preserve in March. The staff were anxious to adapt their programs and provide more appropriate experiences for individuals with Autism.

\*Arlene Rovner entered the meeting at 3:41 p.m.

Shannon also explained she would like to revise the ability awareness program and develop more creative resources with Morgan for recruiting staff. She said she recently attended a two day HR workshop and is looking forward to additional opportunities to gain more knowledge and confidence in this area.

Matt Corso added Shannon is our vehicle fleet manager as well.

Bill McAdam stepped out of the meeting at 3:45 p.m.

Dan Garvy mentioned they have seen a reduction in seasonal employment interest and Arlene Rovner said they are also short on day camp staff. Shannon offered that at times she reviews applicants which were not previously hired.

### **Approval of Consent Agenda:**

Dean Bissias moved to approve the March 20, 2018 Board Meeting Minutes; the Cash Disbursements in the amount of \$55,232.21; and the Bank Reconciliation from March 2018 as presented. Aleks Briedis seconded the motion.

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

Voting Nay: None

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

Motion Carried Unanimously

### **Recreation Reports:**

Cathy Morava reported the summer brochures were at the member districts and there is inclusion training on May 24 for park district staff covering basic behavior management. She stated Lisa Barrera had 25 summer inclusion requests. She also mentioned the Music Recital on Saturday, May 5 and the Actors Guild performance on Wednesday, May 9.

Mike Adams asked if the inclusion training was offered to all entities and Cathy replied yes.

### **Administrative Services Report:**

Karen Lesniak reported the cameras were up and running in Lisle.

Bill McAdam rejoined the meeting at 3:53 p.m.

**Fund Development Report:**

Lisa Raisin reported over 500 tickets were sold for the 4 C Notes concert and that the band was great to work with. She reminded the Board the Chip-In Golf event is May 11.

**Marketing Report:**

Morgan Drdak had nothing else to add to her report.

**Executive Director's Report:**

Matt Corso reported Michael Duffy and William Porch were honored at the Village of Westmont Board meeting last week. Aaron Hirthe and Greg Pavesich made the presentations.

Matt Corso highlighted that SEASPAR participant, Daniel Smrokowski, is a Special Olympics Global Messenger and was appointed to the Illinois Special Olympics Board. He always acknowledges his SEASPAR involvement and provides podcasts and news articles promoting advocacy for individuals with special needs.

Matt shared Susan Friend became a grandmother on March 8. Samuel Lee Moldenhauer weighed in at 7lbs, 3 oz.

Matt stated he would have meeting dates for the new fiscal year at the May Board meeting. Discussion ensued regarding meeting times. It was the Board's consensus to change the meeting time to 3:00 p.m. and to not plan for an August meeting.

**Unfinished Business:**

Matt Corso announced only minor changes were made to the budget and the figures for EAGLES Lemont were included.

Ray Jasica moved to approve the budget for FY2018-2019 as presented. Kelly Smith seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Indian Head Park, Westmont

Motion Carried Unanimously

Dan Garvy reminded Board members Matt's performance review is on the agenda for May.

**New Business:**

None

**Member Entity Projects and Events:**

None

**Adjourn to Executive Session:**

At 4:09 p.m., Mike Adams moved to adjourn to Executive Session under Section 2(c)(1) of the Open Meetings Act for the discussion of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees. Kelly Smith seconded the motion. Upon voice vote, the motion carried unanimously.

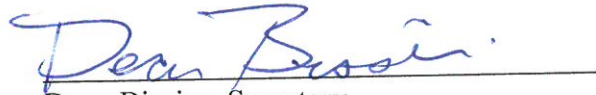
**Reconvene in Public Session:**


The regularly scheduled April 17, 2018 SEASPAR Board Meeting reconvened in public session at 4:22 p.m. with no further business.

**Adjournment:**

Dean Bissias moved to adjourn the regularly scheduled April 17, 2018 SEASPAR Board Meeting at 4:22 p.m. Louise Egofske seconded the motion. Upon voice vote, the motion carried unanimously.

Respectfully submitted,

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

  
\_\_\_\_\_  
Carol Kocek, Recording Secretary