

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

Minutes of the Regularly Scheduled Board Meeting Held
October 16, 2018, at the SEASPAR Office,
4500 Belmont Road, Downers Grove, IL 60515

Call to Order: Dan Garvy called the meeting to order at 3:00 p.m.

Roll Call:

Present:	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
	Westmont Park District	Bob Fleck
	*Woodridge Park District	Mike Adams
	Executive Director	Matt Corso
	Superintendent	Dawn Krawiec
	Superintendent	Karen Lesniak
	Fund Development Coordinator	Lisa Rasin
	Marketing Coordinator	Morgan Drdak
	Recording Secretary	Carol Kocek
Absent:	Village of Brookfield	Stevie Ferrari
	Village of Indian Head Park	Brenda O'Laughlin
Visitors:	Administrative Assistant	Nicole Guzior
	*Lauterbach & Amen	Sean Hickey

*Mike Adams entered the meeting at 3:01 p.m.

Public Comment and Correspondence:

Sean Hickey, Lauterbach & Amen, stated that Jamie Wilkey thanked staff for their cooperation through the audit process. He reviewed the FY2017-18 Annual Financial Audit. He noted the fund balance of \$174,874. Revenue exceeded expenditures and the fund balance increased. IMRF was 81% funded at year end.

Ray Jasica inquired about the increase in IMRF. Sean responded IMRF is very well managed providing a positive return rate. Matt Corso stated he budgeted for a voluntary payment at year end.

Sean acknowledged the Management Letter. A new accounting standard for 2019 will be to provide cost figures for medical coverage for retirees.

*Sean Hickey left the meeting at 3:19 p.m.

Approval of Consent Agenda:

Dean Bissias moved to approve the September 18, 2018, Board and Executive Session Meeting Minutes; the Cash Disbursements in the amount of \$71,048.54; and the Bank Reconciliation from September 2018 as presented. Bob Fleck seconded the motion.

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

Recreation Report:

Dawn Krawiec reported Brookfield EAGLES were at WGN radio on October 12, and morning DJ Steve Cochran acknowledged their visit on air.

Dawn stated interviews for the Special Olympics Coordinator position begin Wednesday.

Dan Garvy asked if staff are able to accommodate all classroom requests to visit Wonders. Dawn stated Rachel has been successful working with teachers to accommodate requests. Dawn and Morgan are working to create a formal online request for teachers use. Overall SEASPAR has seen an increase in awareness and interest in the Wonders room.

Administrative Services Report:

Karen Lesniak reported recent webinars and trainings were focused on the health care open enrollment.

Fund Development Report:

Lisa Rasin reported she is expecting 225 people at Trivia Night. She stated all the food was donated. Lisa thanked the Board for the member entity donations.

Dan Garvy reminded the Board to consider donating to the upcoming Annual Appeal.

Marketing Report:

Morgan reported SEASPAR would be using KK Stevens to print the Winter/Spring brochure. After receiving quotes, KK Stevens was 52% less than the current cost. The upcoming brochure will have more pages and be in full color. Morgan clarified it would be a trial as there is no contract.

Executive Director's Report:

Matt Corso thanked Morgan for her work on the Annual Report. Matt encouraged the Board to pass the report to their Boards and communities to share what's been happening at SEASPAR.

Matt Corso reported Peter Roskam reached out to organize another informational meeting. Matt planned the meeting at Lisle EAGLES with a tour of Wonders room and meet participants. Matt invited Board members to attend the meeting on October 31.

Matt reported NEDSRA and WDSRA have partnered with Synergy Adaptive Sports to provide assistance with programming. They met recently to discuss charging SEASPAR for including our residents in their programs. Matt informed them this would not happen. Currently participants from Clarendon Hills, LaGrange Park, and Westmont participate. FVSRA, NWSRA, WSSRA, SEASPAR, NEDSRA, and WDSRA plan to meet to see if resources and services can be pooled to serve all residents in adaptive sports.

Matt reported SEASPAR is upgrading software to Office 365 this week and email would be down at times on Thursday and Friday.

Unfinished Business:

Matt Corso noted that there were no revisions to the member contributions and minor changes to revenue and expenses based on the September update.

Ray Jasica asked if SEASPAR had received any feedback regarding cost of programs. He noted the overall increase in program revenue. Matt responded, no, aside from EAGLES which is expensive, but a value. SEASPAR offers scholarships to participants who have a need.

Aleks Briedis moved to approve the FY2019-2020 Levy Request as presented. Mike Adams seconded the motion.

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

Voting Nay: None

Absent Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

New Business:

Ray Jasica made a motion to approve the FY2017-2018 Audit Report as presented. Kelly Smith seconded the motion. Upon voice vote the motion was carried.

Member Entity Projects and Events:

Louise Egofski reported the Lemont Safety Village building is ready and Lemont EAGLES are set to start.


Mike Adams expressed difficulties with building a new sledding hill in Woodridge.

Bob Fleck explained a private foundation would be building the indoor pool facility in Westmont. The foundation was having problems with contractors and pricing as well as restrictive fire codes.

Adjournment:

Bob Fleck moved to adjourn the regularly scheduled October 16, 2018, SEASPAR Board Meeting at 3:45 p.m. Mike Adams 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