

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

Minutes of the Regularly Scheduled Board Meeting Held  
May 19, 2020, Virtually via Zoom Meeting

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

**Roll Call:**

Present:	Village of Brookfield	Stevie Ferrari
	Clarendon Hills Park District	Kathy Forzley
	Darien Park District	Stephanie Gurgone
	Downers Grove Park District*	Bill McAdam
	Park District of La Grange	Dean Bissias
	Community Park District of La Grange Park	Jessica Cannaday
	Lemont Park District*	Louise Egofske
	Lisle Park District	Dan Garvy
	Village of Western Springs*	Aleks Briedis
	Westmont Park District*	Bob Fleck
	Woodridge Park District	Mike Adams
	Executive Director	Matt Corso
	Superintendent	Dawn Krawiec
	Superintendent	Karen Lesniak
	Recording Secretary	Morgan Mason

**Absent:** Village of Indian Head Park Rita Farrell Mayer

**Visitors:** None

\*Louise Egofske entered the meeting at 3:01 p.m.

\*Bill McAdam entered the meeting at 3:03 p.m.

Dean Bissias moved for the Board Members to participate in the meeting via electronic means. Kathy Forzley seconded the motion. Upon a voice vote, the motion carried unanimously.

**Public Comment and Correspondence:**

None.

**Approval of Consent Agenda:**

Dean Bissias moved to approve the Minutes from the April 21, 2020, Board Meeting; Payment of Bills in the amount of \$111,069.42; the Bank Reconciliation ending April 31, 2020; the Income Statement from April 2020; and Current Investments for May 2020 as presented. Stevie Ferrari seconded the motion.

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

**Recreation Report:**

Kathy Forzley complimented the virtual programming that SEASPAR offered during the winter-spring season.

**Administrative Services Report:**

Karen Lesniak noted from her report that she has attended numerous safety-related meetings and webinars regarding COVID-19, including meetings with fellow safety coordinators at special recreation associations.

Karen noted from her report that the carpet installation project at the SEASPAR office is complete. She added that three quotes have been obtained for the office painting project.

\*Bob Fleck entered the meeting at 3:11 p.m.

**Marketing Report:**

Matt Corso noted from the report that marketing, informational, and programming email open and engagement rates have been extraordinary during the program suspension, demonstrating how participants and supporters are seeking to connect with SEASPAR.

**Executive Director Report:**

Matt Corso noted that the fiscal year 2020-2021 Board meeting schedule was included in the packet, and the number of meetings was unchanged from the previous year.

Matt added to his report that SEASPAR was one of three agencies whose programming was highlighted in an Illinois Association of Park Districts member email the day prior.

Matt added to his report that SEASPAR has received over \$2,500 in donations as a direct result of offering free virtual programming during the winter-spring season. He also added that SEASPAR received a \$100,000 Paycheck Protection Program (PPP) loan, which will be used for payroll costs within eight weeks. The loan should be 100% forgivable. SEASPAR was eligible as a 501(c)3 organization; three other special recreation associations have also received PPP loans and others have applied.

Matt added to his report that staff have been in regular contact with staff from other special recreation associations to share resources and offer cooperative virtual programming.

Matt drew the Board's attention to the summer programming plans section of his report. He added that if SEASPAR receives all member contributions during the fiscal year, the loss of program revenue will not severely impact the organization. Due to the nature of special recreation programming, program fees rarely cover the cost of program supplies and especially

the staff for the program. As a result, the absence of program revenue does not impact the bottom line. SEASPAR simply has a different model than park districts and there is less overhead.

Matt noted that the in-person programming originally planned for the summer was canceled and is being replaced with two sessions of new virtual programming. Once it is possible to do so, in-person programs will be offered as “pop-up” opportunities. The EAGLES Adult Day Program will also likely start sooner than other programs because the participants are high functioning and there is more control over the facilities. The plan for future in-person programs is to start with smaller programs and expand as conditions allow.

Dan Garvy asked Board Members for their input on how these decisions are made and communicated moving forward. Bob Fleck stated that the Board for his park district is very involved in the decision-making process, so he is used to a different process than SEASPAR, which traditionally does not involve the full Board. Bob noted that the report provided by staff and the details of the decision make perfect sense. Matt Corso noted that SEASPAR’s situation of having a Board comprised of twelve representatives with twelve of their own member Boards is unique. Other special recreation associations do not typically require Board approval for program cancellations. Mike Adams stated that he is comfortable with the current process that does not require full Board approval, as long as there is continued communication, especially regarding the organization’s financial situation. The consensus was to continue with the current process but increase communication with all Board Members.

**Unfinished Business:**

None.

**New Business:**

***Resolution #2020-02, Sale of Surplus Vehicles***

Dan Garvy introduced staff’s recommendation to pass Resolution #2020-02, authorizing the sale of two vehicles currently owned by SEASPAR.

Dean Bissias moved to pass Resolution #2020-02. Mike Adams seconded the motion.

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

***Resolution #2020-03, Designating the Name of the Western Springs Sensory Room as “Ray’s Bay”***

Dan Garvy introduced staff’s recommendation to designate the name of the Western Springs Sensory Room as “Ray’s Bay” in recognition of former SEASPAR Board Member Ray Jasica.



Matt Corso noted that SEASPAR received a \$15,000 grant from the Hinsdale Junior Woman's Club for the sensory room, in addition to over \$20,000 in donations. Funds from the state's Capital Plan are still pending in the amount of \$20,000. Matt provided an update on the progress of the room, noting that the installation of equipment is still pending the ease of stay-at-home orders in the installers' home state of Pennsylvania. Matt expressed appreciation to Aleks Briedis and the Village of Western Springs for their support in the project. Matt noted that Ray's children are aware of plans for naming the sensory room, but the secret will be kept from Ray until the room's opening. The resolution will be read at the opening and plaques will be displayed recognizing Ray and the other donors.

Bob Fleck moved to pass Resolution #2020-03 to designate the name of SEASPAR's new sensory room in Western Springs as "Ray's Bay." Louise Egofske seconded the motion.

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

**Member Entity Projects and Events:**

None.

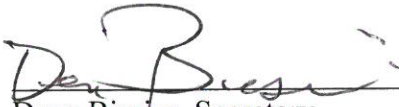
Dan Garvy noted that he will follow up with Board Members regarding the Executive Director's evaluation for the June meeting.


\*Aleks Briedis entered the meeting at 3:37 p.m.

**Adjournment:**

Aleks Briedis moved to adjourn the regularly scheduled Board Meeting of May 19, 2020, at 3:38 p.m. Bob Fleck 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

  
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Morgan Mason, Recording Secretary