

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

Minutes of the Regularly Scheduled Board Meeting Held
June 16, 2020, Virtually via Zoom Meeting

Call to Order: Mike Adams called the meeting to order at 3:06 p.m. Mike noted that the Board of Directors meeting was being held via video conference without a physically present quorum of the SEASPAR Board because of a disaster declaration related to COVID-19 public health concerns affecting the jurisdiction of the agency. Alternative arrangements for public access to the meeting were made available. Mike called on each Board Member to confirm that he or she could participate in the meeting virtually.

Roll Call:

Present:	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
	Village of Western Springs	Aleks Briedis
	Woodridge Park District	Mike Adams

	Executive Director	Matt Corso
	Superintendent	Dawn Krawiec
	Superintendent	Karen Lesniak
	Marketing Coordinator	William Cazares
	Recording Secretary	Morgan Mason

Absent:	Village of Brookfield	Stevie Ferrari
	Clarendon Hills Park District	Valerie Louthan
	Village of Indian Head Park	Rita Farrell Mayer
	Lisle Park District	Dan Garvy
	Westmont Park District	Bob Fleck

Visitors: None

Public Comment and Correspondence:

None.

Approval of Consent Agenda:

Dean Bissias moved to approve the Minutes from the May 19, 2020, Board Meeting; Payment of Bills in the amount of \$33,530.79; the Bank Reconciliation ending May 31, 2020; the Income Statement from May 2020; and Current Investments for June 2020 as presented. Bill McAdam seconded the motion.

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

Recreation Report:

Dawn Krawiec added to her report that session 1 of the summer season began that week, and to date, 72 families have registered for programming. Mike Adams commended staff on the program offerings and their marketing.

Administrative Services Report:

Karen Lesniak noted from her report that she is preparing for safety with the advancement into Phase 4 of the Restore Illinois plan. She noted that staff have been following guidelines currently in place, and an assigned cleaning schedule is being implemented.

Karen added that she has enjoyed the learning process of both the safety projects and the independent contractor paperwork development. Mike Adams inquired if the proposed contract had been reviewed by attorneys. Karen clarified that the document consists of PDRMA's recommended language.

Marketing Report:

William added to his report that he has been impressed with the teamwork of SEASPAR staff during the pandemic. All staff have provided content for videos and social media posts that he has developed to continue engagement. He encouraged Board Members to watch the videos if they haven't already. Mike Adams stated that the teamwork is obvious with the speed, creativity, positive spin, and high quality of staff's output.

William noted from his report that the virtual program guide is a new design focused on digital consumption, being very digestible on mobile devices.

Executive Director Report:

Matt Corso thanked staff for remaining calm, cool, and collected during the last few months. He added that two new interns have started in the last month, and they may be introduced in person at the next Board meeting.

Matt added to his report that planning has begun for the FY19-20 audit, and there are new staff involved in the process.

Matt added to his report that the Downers Grove Park District resealed the parking lot and was very helpful with vehicle storage.

Matt added to his report that Kathy Forzley has retired from the Clarendon Hills Park District, and her replacement on the Board will be new Superintendent of Recreation Valerie Louthan.

Matt added to his report that staff will continue to monitor Inclusion needs and have already received questions from members. He encouraged members to reach out with any questions, as they may have already been answered with another member. Another member roundtable is planned, as sharing information is important.

Matt noted from his report that virtual programming is underway, with a virtual Bingo program having the highest number of registrations with 37 participants. Board Members are encouraged to join a program. Matt added that live programming will be reintroduced as soon as possible. The EAGLES Adult Day Program will likely be the first program to reopen.

Mike Adams congratulated Matt Corso on his selection for service on the Board of Directors for the National Association for Down Syndrome.

Unfinished Business:

None.

New Business:

Election of Officers

Mike Adams requested nominations for SEASPAR Board President, Vice President, and Secretary. The Board concurred that those individuals currently holding the positions should retain them.

Dean Bissias moved to elect Dan Garvy as President, Mike Adams as Vice President, and Dean Bissias as Secretary. Bill McAdam seconded the motion.

Voting Aye: La Grange, Downers Grove, Darien, La Grange Park, Lemont, Western Springs, Woodridge

Voting Nay: None

Absent, Not Voting: Brookfield, Clarendon Hills, Indian Head Park, Lisle, Westmont

Motion Carried Unanimously

Appointment of Treasurer

Mike Adams noted that the appointment of Treasurer Stephanie Gurgone would be subject to the President's concurrence.

Member Entity Projects and Events:

Mike Adams inquired how summer camps were going for those members currently offering them. Several members noted that theirs were starting the following week. Jessica Cannaday stated that La Grange Park's camps have begun, and things are going great.

Adjourn to Executive Session:

At 3:32 p.m., Dean Bissias moved to adjourn the regularly scheduled meeting of June 16, 2020, to Executive Session under Section 2(c)(1) of the Open Meetings Act for the discussion of the employment, compensation, and performance of the Executive Director. Bill McAdam seconded the motion.

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

Reconvene in Public Session:

The regularly scheduled SEASPAR Board Meeting of June 16, reconvened in public session at 3:38 p.m.

Adjournment:

Aleks Briedis moved to adjourn the regularly scheduled Board Meeting of June 16, 2020, at 3:38 p.m. Louise Egofske seconded the motion.

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

Respectfully submitted,



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



Morgan Mason, Recording Secretary