

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

Minutes of the Regularly Scheduled Board Meeting Held
March 16, 2021, Virtually via Zoom Meeting

Call to Order: Dan Garvy called the meeting to order at 3:03 p.m. Dan 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. During Roll Call, each Board Member confirmed that he or she could participate in the meeting virtually.

Roll Call:

Present:	Clarendon Hills Park District	Valerie Louthan
	Darien Park District	Stephanie Gurgone
	Downers Grove Park District	Bill McAdam
	Park District of La Grange	Dean Bissias
	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
	Marketing Coordinator	William Cazares
	Recording Secretary	Morgan Mason
Absent:	Village of Brookfield	Stevie Ferrari
	Community Park District of La Grange Park	Jessica Cannaday
	Village of Indian Head Park	Rita Farrell Mayer
Visitors:	None	

Public Comment and Correspondence:

None.

Approval of Consent Agenda:

Dean Bissias moved to approve the Minutes from the February 16, 2021, Board Meeting; Payment of Bills in the amount of \$25,858.12; the Bank Reconciliation ending February 28, 2021; the Income Statement from February 2021; and Current Investments for February 2021 as presented. Aleks Briedis seconded the motion.

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

Recreation Report:

Dawn Krawiec added to her report that students from Midwestern University have resumed their relationship with the EAGLES Adult Day Program, with students providing programming virtually to the in-person program participants.

Dan Garvy made note of a new location in Lisle for potential programming space, and expressed his appreciation for the photos in Dawn's report.

Administrative Services Report:

Karen Lesniak noted from her report that Zopole Restaurant Supply Co. reached out to SEASPAR with a PPE donation that couldn't be refused. Large quantities of PPE will be delivered March 30 and will be utilized for in-person programming including EAGLES and summer day camp.

*Bob Fleck entered the meeting at 3:09 p.m.

Karen added to her report that PDRMA is offering a variety of online trainings in April and May, and full-time staff have been encouraged to attend those pertinent to their job functions. The next training for EAGLES staff will take place at the Site Directors' next monthly meeting.

Marketing Report:

William Cazares had nothing to add to his report.

Executive Director's Report:

Dan Garvy wished SEASPAR a happy birthday on March 9.

Matt Corso added to his report that SEASPAR's Paycheck Protection Program loan was forgiven one day after the materials requested for the loan's audit were submitted.

Matt added that Representative Deanne Mazzochi rescheduled her visit to the Ray's Bay Multi-Sensory Room to April 6.

Matt added that he was required to complete a statement for the Ukraine government in connection with the cyberattack from several years ago. The individuals charged in Ukraine are not being extradited to the United States.

Matt added that the lighting project is near completion with only the canned lights left to replace. The new lighting will result in a cost savings.

Matt added that the next Board meeting would include approval of a new Board Manual which is in its final stages of completion, as well as the unveiling of the new proposed SEASPAR logo, among other items.

Matt added that the Brookfield EAGLES Adult Day Program site is partially an open room shared with the Village of Brookfield's recreation programs, which are becoming more and more common. In the interest of security and sound reduction for the EAGLES program, an accordion wall is planned for installation at the site. A total of \$12,000 is budgeted each year for unplanned improvements, but the cost of the wall is \$15,000, the lowest of three quotes submitted for the project. The consensus of the Board was that the improvement was needed and could be done overbudget. Matt added that installation would be eight weeks out, and the Village will pay the contractor and bill SEASPAR.

Unfinished Business:

None.

New Business:

Dan Garvy introduced discussion of the draft FY2021 stub year budget.

Matt Corso noted that in the Capital Plan, the vehicle named Purple Rain (the Lisle EAGLES vehicle) is slated for replacement within the stub year. The vehicle is seven years old, and historically, SEASPAR has replaced all of its vehicles at that seven-year mark. However, in recent years, the lives of vehicles have been able to extend for a year or two beyond their planned replacement, although they are still listed in the Capital Plan during their earliest possible replacement date. Unfortunately, Purple Rain is in poor condition at its age, having been built by a company that SEASPAR no longer uses. The non-lift 15-passenger conversion van is expected to cost approximately \$70,000. Bob Fleck inquired if the vehicle needed replacement now if it wouldn't be needed for a while. Matt responded that the purchase could be pushed to 2022 and the replacement process could wait to begin until vehicles are back in use.

*Mike Adams entered the meeting at 3:24 p.m.

Discussion ensued. Bob Fleck asked if the vehicle should be declared surplus now. Matt stated that the vehicle is normally used every day and may go back into rotation if transportation resumes soon. Bill McAdam recommended that the replacement process start as soon as possible. Dan Garvy inquired about availability of the new vehicle, and Karen Lesniak replied that there is normally a twelve-week wait. Dan recommended keeping the vehicle in the budget and monitoring for the best time for replacement. Bob Fleck concurred.

Matt noted that he included a draft 2022 budget with a CPC increase to demonstrate how revenue and expenditures may move closer to normal following the stub year. Dan Garvy asked if anything should be done regarding the collection of twelve months of levy funds for use in seven months. Bill McAdam noted that the extra funds should be moved forward to the following year, since twelve months of spending will still occur. It is the same amount of revenue, just being spent in a different period. Mike Adams added that the money will become part of the fund balance and provide cash flow into the following fiscal year.

Member Entity Projects and Events:

Aleks Briedis noted that Western Springs' annual Tower Trot is scheduled for September 18. Aleks also noted that on March 13, over 1,600 people were vaccinated at a clinic that was moved from a school to the Western Springs Recreation Center with short notice. Bob Fleck inquired about whether the clinics were coordinated with a pharmacy. Aleks replied that the school and village had partnered with Jewel-Osco.

Adjournment:

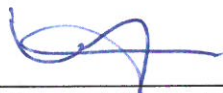
Dean Bissias moved to adjourn the regularly scheduled Board Meeting of March 16, 2021, at 3:35 p.m. Bob Fleck seconded the motion.

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

Respectfully submitted,



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



Morgan Mason, Recording Secretary