

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

Minutes of the Regularly Scheduled Board Meeting Held
April 20, 2021, Virtually via Zoom Meeting

Call to Order: Dan Garvy called the meeting to order at 3:02 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
	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	Karen Lesniak
	Marketing Coordinator	William Cazares
	Recording Secretary	Morgan Mason
Absent:	Village of Brookfield	Stevie Ferrari
	Downers Grove Park District	Bill McAdam
	Village of Indian Head Park	Rita Farrell Mayer
Visitors:	Park District of La Grange	Jenny Bechtold

Public Comment and Correspondence:

Matt Corso reminded the Board that Dean Bissias is retiring. Matt thanked Dean for his 13 years of service to the SEASPAR Board. Dean served as Board Secretary for most of that time. Matt noted that the support of the Park District of La Grange has been invaluable to SEASPAR, with its facilities becoming home to Special Olympics Volleyball and Basketball training and tournaments. Matt read a certificate plaque which will be presented to Dean prior to his retirement. Board members offered their thanks and congratulations. Dean replied that serving on the Board has been a pleasure and it has been rewarding to see how far SEASPAR has come during his tenure. He promised to see everyone at the next golf outing.

- *Aleks Briedis entered the meeting at 3:04 p.m.
- *Stephanie Gurgone entered the meeting at 3:05 p.m.

Approval of Consent Agenda:

Dean Bissias moved to approve the Minutes from the March 16, 2021, Board Meeting; Payment of Bills in the amount of \$49,086.38; the Bank Reconciliation ending March 30, 2021; the Income Statement from March 2021; and Current Investments for March 2021 as presented. Mike Adams seconded the motion.

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

Recreation Report:

Matt Corso reported that Dawn Krawiec was not in attendance because she was volunteering at the COVID-19 vaccination clinic that SEASPAR was participating in.

Dean Bissias introduced Jenny Bechtold, the interim Executive Director for the Park District of La Grange. Board and staff members introduced themselves and welcomed Jenny to the Board.

Administrative Services Report:

Karen Lesniak provided an update that the office painting project had begun that day and was progressing well.

Marketing Report:

William Cazares noted that his report reflects an upswing in visitation and engagement on social media sites and the website. Comparisons are made to the year prior, and as SEASPAR is more active now than it was during the shutdown, there is more response to online content.

William added to his report that as SEASPAR staff become fully vaccinated, they will be more availability for outreach opportunities at member entity events.

William added to his report that registration for the Believe & Achieve Recognition Ceremony is open and encouraged Board members to sign up. He explained the difference between the two ways the event is being presented virtually; participants, staff, and honored guests attend the interactive Zoom option while the general public enjoys a prerecorded production on YouTube or Facebook. Aleks Briedis inquired about member entity Boards and William clarified that those individuals would be considered honored guests and should register for the Zoom option.

William presented the new SEASPAR logo to the Board, noting that it is crisp, simple, and not as busy as the previous logo. William explained the planning and development process and remarked on the benefits of the new logo, including inclusive color use, easy-to-process design, and the significance of the new pennant brand mark. William explained the brand hierarchy provided in the Board packet, noting how elements of the logo can be integrated into program-

specific logos to ensure consistent branding. The new logo will launch immediately but will be rolled out in a fiscally responsible manner, with digital branding being updated first, then future printings, stationery when current supplies are exhausted, other printed products when current supplies are exhausted, and finally larger items like vehicle and office signage. Board members complimented the new, clean logo.

Executive Director's Report:

Matt Corso noted from his report that the SEASPAR participants were included in a vaccine clinic for people with special needs at the Itasca Park District on the day of the Board meeting. Two SEASPAR staff were volunteering at the event. The original plan was to use the Johnson & Johnson vaccine but it was switched to Pfizer.

Matt noted that SEASPAR now has the trademark rights to the tagline, "Exclusively Inclusive."

Matt congratulated Jessica Cannaday on her election to Lockport Township Collector, and to the Community Park District of La Grange Park on its groundbreaking of the multi-sport court at Memorial Park.

Matt added to his report that Illinois State Representative Deanne Mazzochi has rescheduled her visit to the Ray's Bay Multi-Sensory Room to June.

Matt added to his report that the bank approached SEASPAR about pursuing a second Paycheck Protection Program loan. Matt expressed some hesitancy as a result of being audited for the first loan, but SEASPAR meets the qualifications for the loan and forgiveness. Board members encouraged Matt to apply for the loan.

Unfinished Business:

FY2021 Stub Year Budget

Matt Corso noted that a few minor adjustments were made to the budget document since presentation at the prior meeting. Mike Adams noted that the 50% reserve requirement will be an issue during the stub year. Matt agreed and noted a deficit budget is planned for the following couple of years to balance out the reserve.

Aleks Briedis moved to approve the FY2021 stub year budget as presented. Dean Bissias seconded the motion.

Voting Aye: Western Springs, La Grange, Clarendon Hills, Darien, La Grange Park,
Lemont, Westmont, Woodridge, Lisle

Voting Nay: None

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

Motion Carried Unanimously

New Business:

New SEASPAR Logo

Mike Adams moved to approve the new SEASPAR logo as presented. Bob Fleck seconded the motion.

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

Policy No. 2021-01, Remote Attendance Policy

Mike Adams moved to approve Policy No. 2021-02, the Remote Attendance Policy. Bob Fleck seconded the motion.

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

Board Policy Manual

Mike Adams recommended checking the IPRA Distinguished Agency guidelines for possible additions to the Board Policy Manual. Matt Corso noted that many of the policies included in other agencies' manuals have already been codified in SEASPAR's Financial Management and General Operations Policies and Procedures Manual. Matt also noted that the Board can expect to see more policies come through for approval over the next couple of years as the Distinguished Agency distinction is sought. Matt thanked member entities for providing Board Policy Manual samples.

Mike Adams moved to approve the Board Policy Manual. Bob Fleck seconded the motion.

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

Review of Prior Executive Session Minutes and Recordings

Matt Corso noted that the first items for review are the recordings of regular meetings, which he was advised by legal counsel to handle like Executive Session minutes.

Mike Adams moved to release the regular Board meeting minutes held virtually dated October 20, 2020, November 17, 2020, January 19, 2021, and February 16, 2021. Dean Bissias seconded the motion.

Voting Aye: Woodridge, La Grange, Clarendon Hills, Darien, La Grange Park, Lemont, Western Springs, Westmont, Lisle

Voting Nay: None

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

Motion Carried Unanimously

Louise Egofske moved to authorize the destruction of both audio recordings of closed session minutes on May 21, 2019. Bob Fleck seconded the motion.

Voting Aye: Lemont, Westmont, Clarendon Hills, Darien, La Grange, La Grange Park, Western Springs, Woodridge, Lisle

Voting Nay: None

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

Motion Carried Unanimously

Resolution No. 2021-01, Authorizing the Sale of Surplus Property

Aleks Briedis moved to approve Resolution No. 2021-01, authorizing SEASPAR to sell a surplus multi-function copy machine by online auction. Jessica Cannaday seconded the motion.

Voting Aye: Western Springs, La Grange Park, Clarendon Hills, Darien, La Grange, Lemont, Westmont, Woodridge, Lisle

Voting Nay: None

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

Motion Carried Unanimously

Member Entity Projects and Events:

Mike Adams reported that a ribbon cutting ceremony was held at Jefferson Middle School, where the school and the Woodridge Park District partnered to build a high school sized track as well as soccer and softball fields. The park district has exclusive use of the facilities on evenings, weekends, and all summer. Matt Corso expressed excitement for possible use of the site for Special Olympics Athletics practices. Mike noted that the site has a full track and field setup.

Dan Garvy reported that long-time Lisle Park District Commissioner Don Cook has resigned. Don was a strong supporter of the park district and SEASPAR, and the district has named its maintenance facility "Don's Garage" in honor of the Commissioner.

Adjournment:

Dean Bissias moved to adjourn the regularly scheduled Board Meeting of April 20, 2021, at 3:55 p.m. Mike Adams seconded the motion.

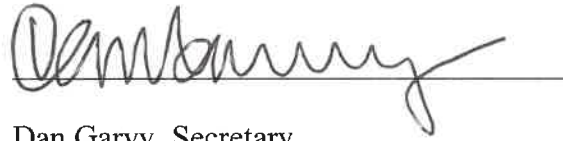
Voting Aye: La Grange, Woodridge, Clarendon Hills, Darien, Downers Grove, Lemont, Western Springs, Westmont, Lisle

Voting Nay: None

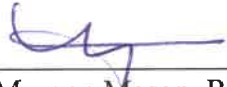
Absent, Not Voting: Brookfield, Indian Head Park, La Grange Park

Motion Carried Unanimously

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dan Garvy", written over a horizontal line.

Dan Garvy, Secretary
South East Association for
Special Parks And Recreation

A handwritten signature in blue ink, appearing to read "Morgan Mason", written over a horizontal line.

Morgan Mason, Recording Secretary