

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

Minutes of the Regularly Scheduled Board Meeting Held
May 18, 2021, Virtually via Zoom Meeting

Call to Order: Dan Garvy called the meeting to order at 3:00 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*	Jenny Bechtold
	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
	Marketing Coordinator*	William Cazares
	Recording Secretary	Morgan Mason
Absent:	Village of Brookfield	Stevie Ferrari
	Village of Indian Head Park	Rita Farrell Mayer

Public Comment and Correspondence:

*Jenny Bechtold entered the meeting at 3:01 p.m.

Jenny Bechtold shared contact information for recently retired Board Secretary Dean Bissias.

*Jessica Cannaday left the meeting at 3:02 p.m.

Approval of Consent Agenda:

Mike Adams moved to approve the Minutes from the April 20, 2021, Board Meeting; Payment of Bills in the amount of \$40,905.18; the Bank Reconciliation ending April 30, 2021; the Income

Statement from April 2021; and Current Investments for April 2021 as presented. Louise Egofske seconded the motion.

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

Voting Nay: None

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

Motion Carried Unanimously

*Jessica Cannaday entered the meeting at 3:04 p.m.

*Bob Fleck entered the meeting at 3:05 p.m.

Recreation Report:

Dawn Krawiec added to her report that staff are preparing to adapt to the newly released changes to the State of Illinois' mask mandate with the goal of accepting more participants into programming. An online form was prepared to accept proof of vaccination quickly and efficiently, and the form will be shared with participant families once guidelines are released from IDPH.

Dan Garvy inquired whether staff expect any pushback to requesting vaccination status. Dawn replied that staff will still evaluate unvaccinated participants for in-person programming and vaccination is not required for participation, nor is the sharing of vaccination status.

*William Cazares left the meeting at 3:08 p.m.

Administrative Services Report:

Karen Lesniak noted from her report that she attended several safety-related PDRMA trainings over the last month and is currently working on revamping SEASPAR's Safety Manual. The current manual is so out-of-date that the project has essentially been started from scratch.

Karen noted that Phase 1 of the office painting project is complete, with Phase 2 (staff offices) being planned.

Karen added to her report a commendation for the staff managing program registration, as many layers of additional work have been added to the process, such as tracking participant assessments and curating Zoom links for virtual programs.

Karen added that the Safety Committee is now incorporating additional staff into committee meetings as needed to review risks and alternatives for unique programs. The first guest will be Recreation Coordinator Molly Downing for a discussion of summer day camp at the May committee meeting.

Executive Director's Report:

Matt Corso added to his report that the Knights of Columbus Council 14649's White Fence Farm fundraiser for SEASPAR was the day following the Board meeting and all Board members are invited to attend.

Matt added that he recently spoke at a virtual national conference for the Special Fathers Network to discuss the importance of recreation in the lives of people with disabilities.

Matt added that staff are preparing to adapt programs to align with the new COVID-19 guidance from the State of Illinois. Transportation is planned for the summer EAGLES program and a return to the full-day program is being evaluated.

Matt noted from his report that SEASPAR's goal with fundraising is to net as much profit as possible from events, and without a full-time fund development staff member, SEASPAR is taking baby steps moving forward with fund development events. While a full golf outing fundraiser like previously offered is not manageable at this time, Matt explained the idea of a member entity golf outing that could be a fundraiser and/or a team building activity. Discussion ensued. The consensus was that some member entities may not be able to budget the funds for such an event and/or may have reduced staff, and staff time would be a concern this summer as all are trying to rebuild programs. However, a team building activity later in the year at The Forge in Lemont may be a viable alternative. Staff will follow up. Matt noted that even without major events like the golf outing, SEASPAR will be beyond its goals with fund development for FY2020-2021 with little to no overhead.

*William Cazares entered the meeting at 3:18 p.m.

Marketing Report:

William Cazares noted that April was a busy month for outreach and advertising SEASPAR's offerings for the summer season.

William added to his report that SEASPAR received wonderful publicity at The Forge's screening of the Kyle Maynard documentary, in addition to an \$800 donation. The Forge also plans to include a SEASPAR participant in future public relations activities to promote the use of its adaptive equipment.

William added that the Believe & Achieve Recognition Ceremony was the day following the Board meeting and all Board members are invited to the exclusive screening on Zoom. The presentation can also be viewed on SEASPAR's website and social media. The exclusive screening will include a tribute to a recently deceased participant and will feature Matt Corso emceeding the event.

William added that SEASPAR is hosting a Drive-In Bingo event on June 13 for participants and their families to replace the traditional Summer Kick-Off Party for 2021.

Unfinished Business:

None.

New Business:

Appointment of Secretary

Louise Egofske moved to appoint Bill McAdam as the Secretary of the Board. Jenny Bechtold seconded the motion.

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

Dan Garvy noted that the June meeting is the Board's annual meeting where officers will be elected for the 2021 fiscal year.

Member Entity Projects and Events:

Bob Fleck reported that the Westmont Park District's Blackhawk Park is being dedicated to Jim Long, former Board President and Mike Cassidy Commissioner Award recipient. The ceremony would take place the Sunday following the Board meeting.

Adjournment:

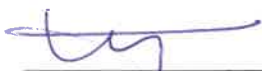
Bob Fleck moved to adjourn the regularly scheduled Board Meeting of May 18, 2021, at 3:34 p.m. Aleks Briedis seconded the motion.

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

Respectfully submitted,



Bill McAdam, Secretary
South East Association for
Special Parks And Recreation



Morgan Mason, Recording Secretary