

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

Minutes of the Special Board Meeting Held
November 16, 2021, at the Grand Avenue Recreation Center
4211 Grand Avenue, Western Springs, IL 60558

Call to Order: Dan Garvy called the meeting to order at 3:02 p.m.

Roll Call:

Present:	Clarendon Hills Park District	Valerie Louthan
	Darien Park District	Stephanie Gurgone
	Park District of La Grange	Jenny Bechtold
	Community Park District of La Grange Park	Ashley Jusk
	Lemont Park District	Louise Egofske
	Lisle Park District	Dan Garvy
	Village of Western Springs	Aleks Briedis
	Westmont Park District*	Bob Fleck
	Executive Director	Matt Corso
	Superintendent	Dawn Krawiec
	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
	Woodridge Park District	Mike Adams
Visitors:	Inclusion Manager	Christina Fernandez
	Recreation Coordinator	Molly Downing

Public Comment and Correspondence:

None.

Approval of Consent Agenda:

Aleks Briedis moved to approve the Minutes from the October 19, 2021, Board Meeting; Payment of Bills in the amount of \$55,743.26; the Bank Reconciliation ending October 31, 2021; the Income Statement from October 2021; and Current Investments for October 2021 as presented. Jenny Bechtold seconded the motion.

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

Voting Nay: None

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

Motion Carried Unanimously

Recreation Report:

Dawn Krawiec noted from her report that Christina Fernandez began with SEASPAR as the Inclusion Manager on November 11 and will be meeting with each member entity to discuss inclusion needs as she moves forward with changes to the inclusion process. Christina introduced herself and the Board welcomed her.

*Bob Fleck entered the meeting at 3:07 p.m.

Administrative Services Report:

Karen Lesniak noted from her report that the Customer Experience Survey elicited positive responses and productive comments on SEASPAR's customer service. She also noted that although the survey demonstrated a shift to more digital processes including text notifications, the printed program guide remains indispensable to families. One issue that the survey revealed was the need to provide more support during participants' transition from youth to adult programs, which had been a project prior to COVID-19 that will now resume.

Marketing Report:

William Cazares added to his report that the Winter/Spring 2022 program guide is at the printer and was designed incorporating what was learned from the digital guide. William distributed copies of the 2020-2021 Annual Report to the Board. The Board congratulated William on his recent wedding.

Executive Director's Report:

Matt Corso thanked the Community Park District of La Grange Park's Ashley Jusk for attending the meeting as an alternate for Jessica Cannaday, and thanked Recreation Coordinator Molly Downing for providing tours of Ray's Bay Multi-Sensory Room before and after the Board meeting.

Matt noted from his report that work toward Distinguished Accreditation continues. The Employee Handbook, Board Manual, and Financial Management and General Operations Policies and Procedures Manual have all been updated and are undergoing outside review. The three manuals will likely come to the Board for approval in January 2022. Changes from prior versions will be noted.

Matt provided an update on the strategic planning process. Requests for Proposals were sent to five consultants, and three were returned from Greg Petry Consulting, Blue Pontoon, and Berry Dunn. Select staff and Board members reviewed the proposals and interviewed Greg Petry and Blue Pontoon. Greg Petry was selected for the project based on his institutional knowledge and experience. The fee is \$15,000, with half to be paid at the beginning of the project and half to be paid when the strategic plan is presented to the Board in April/May 2022. Although the project was fully budgeted and its cost is within the Executive Director's approval limits, Dan Garvy noted that the group reviewing the proposals wanted to receive a consensus of the Board. Bob Fleck expressed concern over payment at the beginning of the project. Matt Corso stated that he does not yet have the final contract and will discuss the payment plan with Greg Petry. Matt

noted that the Board will be involved in the strategic planning process, and an initial meeting is scheduled with Greg Petry and select staff for November 30 to review the process, timeline, and potential survey questions.

Matt Corso added to his report that an audit of participant residency revealed two participants being served by SEASPAR who reside within the limits of the Wards Creek Park District. The participants were notified that they could no longer be served by SEASPAR, and one of the families reached out for assistance. Matt stated that he spoke with the Board President of Wards Creek Park District, which consists of approximately 450 households in Darien and Downers Grove. The park district provides no programming and does not partner with a special recreation association. Matt stated that he wanted to explore the Board's opinion of serving residents of park districts that offer no programming. Dan Garvy inquired about the current policy, and Matt provided it as follows: "SEASPAR is principally funded by taxes from Member Entities. Because of this, SEASPAR does not accept non-resident participants unless they reside in an unincorporated area." Discussion ensued, with Board members expressing the desire to help underserved individuals while maintaining SEASPAR's member-focused residency policy. Matt noted that one option would be an intergovernmental agreement with only Wards Creek Park District. The Board agreed to explore the option and Matt will follow up with legal counsel.

Matt Corso noted from his report that Board elections will take place in January, the first meeting of the new fiscal year. He also noted that the December meeting is typically cancelled, and he and Bill McAdam will discuss and advise the Board. Instead of a Board meeting, there may be a social with Board members and staff.

Matt Corso congratulated the Lemont Park District on the opening of its new park, which SEASPAR attended for outreach. He reminded the Board that SEASPAR staff are available to have a presence at member entities' events.

Matt Corso added to his report that SEASPAR staff have meetups planned with staff from the Westmont Park District and Community Park District of La Grange Park.

Matt Corso added to his report that the Holiday Spectacular will take place on Monday, December 13 at the Lemont High School Performing Arts Center. He also noted that SEASPAR's annual swim meet for Special Olympics athletes will take place on Sunday, December 5 at The CORE in Lemont. There are approximately 60 swimmers taking part in the event, which is about one-third of normal. While The CORE is suitable for a swim meet this size, staff hope to have the full swim meet at the FMC Natatorium next year and moving forward.

Matt Corso added to his report that SEASPAR is partnering with NWCSRA for two free wheelchair basketball clinics in February and March in Bolingbrook and Lemont to gauge interest in the program.

Matt Corso added to his report that staff presentations at Board meetings had ceased during the pandemic, but he plans to bring them back starting in January.

Matt Corso reminded Board members to let him know if they would like him to attend one of their agency's Board meetings to speak about SEASPAR.

Matt Corso thanked Aleks Briedis for hosting the Board meeting at the Recreation Center and noted that tours of Ray's Bay Multi-Sensory Room would follow the meeting.

Unfinished Business:

None.

New Business:

None.

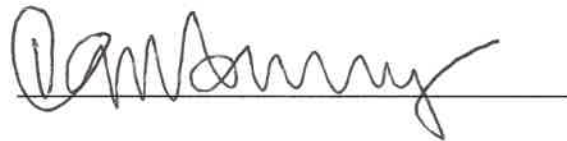
Member Entity Projects and Events:

None.

Adjournment:

Bob Fleck moved to adjourn the regularly scheduled Board Meeting of November 16, 2021, at 4:05 p.m. Louise Egofske seconded the motion. Upon voice vote, the motion carried unanimously.

Respectfully submitted,



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



Morgan Mason, Recording Secretary