

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
February 15, 2022, at the SEASPAR Office
4500 Belmont Road, Downers Grove, IL 60515

Call to Order: Bill McAdam called the meeting to order at 3:00 p.m.

Roll Call:

Present:	Village of Brookfield	Stevie Ferrari
	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 Indian Head Park	Rita Farrell Mayer
Visitors:	Recreation Coordinator*	Megan Frey

Public Comment and Correspondence:

Letter from Brookfield EAGLES Parent

Matt Corso noted that a letter from a parent of a participant in the Brookfield EAGLES program would be passed around. The letter was very complimentary of SEASPAR staff and was accompanied by a donation. Parents of participants at the Brookfield EAGLES site are donating toward the upgrade of kitchen appliances and cookware.

Program Area Presentation by Megan Frey, Recreation Coordinator

Matt Corso introduced Megan Frey, Recreation Coordinator, who has been with SEASPAR since March of 2020.

Megan presented photos and statistics from her work in coordinating teen and adult weekly programs and the Home Front Health program. Highlights from her report included the implementation of virtual programs during the pandemic and the ongoing success of many of those weekly programs which have remained virtual. Megan noted that 30 weekly programs have been offered for the winter-spring season, 18 in-person and 12 virtual. Megan highlighted a few of the most popular weekly programs, including Cooking with Chef Megan, which was one

of the original “pandemic programs” that has now become a hybrid program with in-person and virtual options. Megan also provided information and statistics for the Home Front Health program, which provides veterans with disabilities free fitness memberships in Downers Grove and Lemont.

*Mike Adams entered the meeting at 3:15 p.m.

Bob Fleck inquired why only Downers Grove and Lemont were included in the Home Front Health program. Staff clarified that those were the first two members to join the program, but it is open to any member entity with a fitness center. Bob agreed to discuss further with Megan.

Bill McAdam inquired why staff believe that virtual programs have remained so popular. Megan noted convenience, comfort, and the participants’ ability to control their environment as reasons families have chosen to continue with virtual programming.

*Megan Frey left the meeting at 3:25 p.m.

Approval of Consent Agenda:

Bob Fleck moved to approve the Minutes from the January 18, 2022, Board Meeting; Payment of Bills in the amount of \$130,199.57; the Bank Reconciliation ending January 31, 2022; the Income Statement from January 2022; and Current Investments for January 2022 as presented. Dan Garvy seconded the motion.

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

Recreation Report:

Dawn Krawiec added to her report that the inclusion overhaul project is nearing completion, and invitations have been sent to member entities’ superintendents to attend an inclusion meeting and presentation available on two dates in March. Additional member entity staff are welcome to attend. The Board will learn more about the project at its March meeting. The goal is for inclusion services to support member entity programming even more than in the past.

Dawn added to her report that SEASPAR and the Downers Grove Park District are partnering with the Morton Arboretum to celebrate their 100th anniversary. Participants in the EAGLES program will plant 30 trees in Downers Grove parks. Discussion ensued regarding other member entity opportunities for EAGLES involvement as well as the return to pre-pandemic events with the Board and staff at EAGLES sites. Dawn noted that staff would welcome any opportunities to further integrate the EAGLES program with member entities.

Administrative Services Report:

Karen Lesniak noted from her report that the Safety Coordinator update webinar was valuable and updated the Board on the progress of setting multi-year safety goals.

Karen noted from her report that February 16 would be SEASPAR’s on-site health assessment for staff in PDRMA’s PATH program.

Karen added to her report that the Downers Grove Park District was switching the light bulbs in their emergency and exit lights to more efficient lighting, so SEASPAR piggybacked on the project to have their lights upgraded as well.

Karen added to her report that two new 8-foot tables would soon be arriving for the Multi-Purpose Room. The larger tables will provide more space for distancing during meetings.

Karen added to her report that the vehicle replacement of Purple Rain is on schedule for the end of February.

Marketing Report:

William Cazares clarified in his report that design work associated with the inclusion overhaul project began in January, but the project itself began much earlier.

William noted from his report that SEASPAR won two first place awards in the Agency Showcase competition hosted at the IPRA Soaring to New Heights Conference. William thanked the entire SEASPAR team for their input and support of the projects that received awards. Jessica Cannaday noted that the categories won by SEASPAR (Brochure – Virtual and Print Communication – Informational) were two of the largest categories and were judged by design professionals outside of the field of parks and recreation. The Board congratulated William on his work.

Executive Director's Report:

Matt Corso noted from his report that as of the fall season of 2021, SEASPAR's participation level was up to 70% of the pre-pandemic level (fall 2019). The EAGLES program continues to contribute the majority of service hours; it was the first program to convert to virtual, the first program to return to in-person, and the first program to resume the use of vehicles. Participation grows each year and two sites are at capacity. Matt noted that a fifth site for the program may be necessary within a few years. Discussion ensued regarding the change to Illinois law that allows students graduating special education to remain in school until the end of the school year, challenges and opportunities for the Lemont site, and space requirements for a fifth site.

Matt added to his report that SEASPAR's auditors completed their fieldwork the week prior to the meeting. SEASPAR was their first client for fieldwork, and some information necessary for the audit is not yet available.

Matt added to his report that February is Therapeutic Recreation Month and a great opportunity to celebrate the profession.

Matt noted from his report that strategic plan consultant Greg Petry has the results of the surveys, and Greg commented that they are very positive with constructive comments. Greg was struck by one comment in particular: "SEASPAR programs make me feel like a normal human being." Matt noted that the strategic plan retreat is March 23, and he would send a formal invitation to Board members. All full-time staff will be in attendance as well.

Matt inquired whether Board members would be attending the IAPD Legislative Conference. He will organize a dinner for those attending.

Matt added to his report that March 9 will be SEASPAR's 46th birthday, and the 19th anniversary of SEASPAR's office being located in the Downers Grove Recreation Center.

Matt added to his report that former Board member Mel Krejci passed away. Mr. Krejci was a commissioner for the Community Park District of La Grange Park and was the agency's first representative on the SEASPAR Board from when the District joined in 1982 until 1985.

Unfinished Business:

None.

New Business:

Approval of General Operating Policies Manual

Matt Corso reported that the new General Operating Policies Manual was substantially the same as the previous version passed two years prior but with additional policies required for Distinguished Accreditation. Additional policies for Distinguished Accreditation would be added in the Employee Handbook to be approved by the Board in March. Matt noted that legal counsel had suggested changing the language in the manual regarding Board approval of disbursements. Counsel had recommended that a disbursement report be provided for the Board's information but not be subject to approval by the Board if the disbursements are within budget and the appropriate staff's spending authority. However, it was the consensus of Board leadership that having the Board approve disbursements is good practice; it is public and official, and staff is comfortable with the current process. Although disbursements generally couldn't be reversed, they could be identified for correction in the future.

Mike Adams moved to approve the General Operating Policies Manual as presented. Aleks Briedis seconded the motion.

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

Member Entity Projects and Events:

Mike Adams inquired about other agencies' plans for the mask mandate changes. Discussion ensued, with many agencies waiting on advice from PDRMA.

Bob Fleck reported that the Westmont Park District is hosting its Winter Beer Festival at Ty Warner Park on February 19.

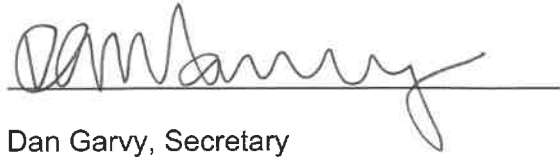
Matt Corso and the Board congratulated Bill McAdam for his receipt of the IPRA Professional of the Year award.

Stevie Ferrari reported that the Village of Brookfield lost an employee in a train accident. The Village's website has a link to the family's GoFundMe fundraiser.

Adjournment:

Dan Garvy moved to adjourn the regularly scheduled Board Meeting of February 15, 2022, at 4:00 p.m. Bob Fleck seconded the motion. Upon voice vote, the 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