

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
July 19, 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:	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	Karen Lesniak
	Recording Secretary	Morgan Mason
Absent:	Village of Brookfield	Stevie Ferrari
	Village of Indian Head Park	Rita Farrell Mayer
Visitors:	HR Manager	Shannon Tovey
	Intern	Averie Roberts

Public Comment and Correspondence:

Recognition of HR Manager Shannon Tovey for 10 Years of Service

Matt Corso congratulated HR Manager Shannon Tovey for completing ten years of service to SEASPAR on July 16. Shannon is the fourth longest-serving full-time employee. She began her career with SEASPAR as Inclusion Manager, followed by eight years as the Support Staff Manager before becoming HR Manager in 2022. Matt highlighted Shannon's attributes and contributions, noting her ability to streamline processes and innovate. Shannon has a CTRS and SHRM-CP, demonstrating her commitment to therapeutic recreation and human resources. Matt presented Shannon with a token of appreciation. Shannon added that she has loved growing at SEASPAR and finding her passion for human resources here.

Program Area Presentation by Molly Downing, Recreation Coordinator

Matt Corso reported that Molly Downing was ill and unable to prepare a presentation, so it will be delayed until September. Matt noted that one item Molly had planned to discuss was a new model for cooperative programming with member entities that has been implemented in Clarendon Hills. When member entities have contracted staff for a specialty program, SEASPAR would like to market the program, provide staff, and have SEASPAR participants join for an inclusive programming experience. Molly may be reaching out to member staff to discuss.

Approval of Consent Agenda:

Dan Garvy moved to approve the Minutes from the June 21, 2022, Board Meeting; Payment of Bills in the amount of \$78,701.45; the Bank Reconciliation ending June 30, 2022; the Income Statement from June 2022; and Current Investments for June 2022 as presented. Bob Fleck seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Recreation Report:

In Dawn Krawiec's absence, Matt Corso reported that a new Inclusion Manager has been hired with a start date in August. Inclusion services staffing has been a struggle.

Administrative Services Report:

Karen Lesniak noted from her report that the lobby renovation planning is underway. She added that the new vehicle, "Violet," arrived after the last Board meeting. Initial repairs were needed and completed, and a catalytic converter cage was added. These cages are being added to all SEASPAR vehicles.

Marketing Report:

In William Cazares' absence, Morgan Mason noted from his report that the fall program guide was distributed to families up to two weeks prior to the start of registration. Contracting with a new printer and cutting a week from production made this possible, and families have expressed their appreciation. Morgan added that approximately 50 registrations were received on registration opening day.

Executive Director's Report:

Matt Corso added to his report that the FY2023 budget process has been started with staff, with plans to present a draft in September along with a draft levy for final approval in October. He noted that he has the DuPage County EAV records but not Cook County. Jenny Bechtold noted that the Cook County EAV records are delayed until December/January. Dan Garvy noted that cash flow will not be an issue due to the fund balance. Mike Adams inquired about delaying budget and levy approval until November. Matt noted that SEASPAR policy requires approval by November 1 to allow members to include the levy request in their budgets. Mike noted that the policy could be waived if necessary. Matt noted that a delay would allow for completion of SEASPAR's compensation study prior to budget approval. The consensus was for Matt to do his best with estimates for September.

Unfinished Business:

None.

New Business:

Non-Resident Policy

Bill McAdam thanked Matt Corso for the comprehensive history of SEASPAR's residency policy. Matt noted that compiling the history was a good exercise for staff to understand the history as well. Matt noted from his memo that SEASPAR is in the most unique situation for an SRA, as it

is split in half by another SRA that doesn't provide comparable services. SEASPAR would be highly used by non-residents if they were allowed into programming. Bill noted that his takeaway was that some communities want the services but don't want to pay for them.

Approval of Resolution #2022-02 to Sell Surplus Vehicle

Mike Adams moved to approve Resolution #2022-02, authorizing the sale of a vehicle currently owned by SEASPAR. Alex Briedis seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Approval of Lauterbach & Amen's Proposal for Audit Services

Mike Adams inquired if the proposal includes CAFR development services. Matt confirmed it does. Bob Fleck moved to approve Lauterbach & Amen's proposal for audit services for fiscal years 2022, 2023, and 2024. Jessica Cannaday seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Approval of Intergovernmental Agreement with the County of DuPage

Mike Adams moved to approve the terms of the Intergovernmental Agreement with the County of DuPage and authorize Executive Director Matt Corso to sign the agreement. Dan Garvy seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Member Entity Projects and Events:

None.

Adjournment to Executive Session:

At 3:31 p.m., Dan Garvy moved to adjourn the regularly scheduled meeting of July 19, 2022, to Executive Session under Section 2(c)(1) of the Open Meetings Act for the discussion of the employment, compensation, and performance of the Executive Director. Bob Fleck seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Reconvene in Public Session:

The regularly scheduled SEASPAR Board Meeting of July 19, 2022, reconvened in public session at 3:47 p.m.

Action Following Executive Session:

Aleks Briedis moved to authorize SEASPAR to purchase a vehicle not to exceed the typical cost of a hybrid Ford Explorer. Stephanie Gurgone seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Adjournment:

Stephanie Gurgone moved to adjourn the regularly scheduled Board Meeting of July 19, 2022, at 3:49 p.m. Louise Egofske seconded the motion.

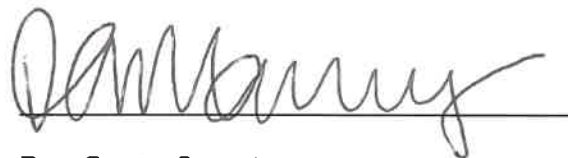
Voting Aye: Darien, Lemont, Clarendon Hills, La Grange, La Grange Park, Lisle,
Western Springs, Westmont, Woodridge, Downers Grove

Voting Nay: None

Absent, Not Voting: Brookfield, Indian Head Park

Motion Carried Unanimously

Respectfully submitted,



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



Morgan Mason, Recording Secretary