

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
October 18, 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
	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
	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
	Darien Park District	Stephanie Gurgone
	Village of Indian Head Park	Rita Farrell Mayer
	Westmont Park District	Bob Fleck
Visitors:	None	

Public Comment and Correspondence:

Costa-Howard E-Newsletter

Matt Corso passed around a copy of a recent e-newsletter of Terra Costa-Howard that advertises SEASPAR's employment opportunities.

Presentation by HR Manager Shannon Tovey, SHRM-CP, CTRS

Matt Corso reported that Shannon Tovey was ill and unable to attend for her presentation.

Approval of Consent Agenda:

Aleks Briedis moved to approve the Minutes from the September 13, 2022, Board Meeting; Payment of Bills in the amount of \$69,660.60; the Bank Reconciliation ending September 30, 2022; the Income Statement from September 2022; and Current Investments for September 2022 as presented. Dan Garvy seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, Darien, Indian Head Park, Westmont, Woodridge
Motion Carried Unanimously

Recreation Report:

Dawn Krawiec added to her report that SEASPAR's Kiwanis Aktion Club is back in action after a hiatus due to COVID-19. The club hosted a dance fundraiser last weekend with the proceeds committed to the Kiwanis Club in Florida for hurricane relief.

Administrative Services Report:

Karen Lesniak noted from her report that the Risk Management Review is an ongoing process over the course of four years. SEASPAR recently completed a fleet assessment and received high marks but identified one action item in providing a post-accident staff training. SEASPAR is meeting all expectations of the Risk Management Review process and there may be a potential incentive program involved.

Marketing Report:

William Cazares noted from his report that the email marketing statistics provided are now compared to industry average instead of SEASPAR's average. Compared to similar agencies, SEASPAR is performing better.

Executive Director's Report:

Matt Corso added to his report that Ray Jasica, former Board member from Western Springs and namesake of Ray's Bay Multi-Sensory Room, sent his regards to the Board. He donates a few bushels of apples to SEASPAR every fall.

Matt added to his report that La Grange participant Ryan McGuire competed in the Chicago Marathon and finished with a time of 3 hours, 12 minutes, 29 seconds, which was a 20 minute improvement from his last year's time.

Matt added to his report that he recently met with the FBI regarding the cyberattack impacting SEASPAR in 2016. Of the dozen individuals charged in connection with the crime, all have been extradited to the US and convicted, with the exception of one individual in Ukraine, which will not extradite. Ukraine requires victims to be represented in court, so Matt had to sign a statement that SEASPAR could be represented by a third party in the Ukraine court.

Matt added to his report that Willowbrook's Board discussion of joining SEASPAR has been pushed to November. Matt noted that he expressed concern about the lack of public input, and Willowbrook agreed to gather some. In addition, the meetings where the discussion will take place will be public.

Bill McAdam thanked Matt for the updates on participation data and organizational goals included with his report. Matt noted that SEASPAR's programming is approaching pre-pandemic numbers, with the EAGLES program surpassing 2019 numbers and Special Olympics programming already back to normal. Bill inquired whether the individuals who have not participated since the pandemic have been contacted. Morgan Mason noted that they have, and many of them were older individuals who have since passed or moved out of the service area, usually into group homes. Matt Corso noted the lack of group homes in SEASPAR's service area.

*Mike Adams entered the meeting at 3:18 p.m.

Unfinished Business:

FY2023 Budget and Levy

Matt Corso noted that staff are proposing a rate freeze, not knowing Cook County's EAVs. The budget was slightly adjusted for a few small expenses and adjustments to the capital budget, including a delayed bus purchase and changes to the office roof estimate.

Dan Garvy moved to approve the FY2023 levy rate of 0.0135% of 2021 EAVs. Louise Egofske seconded the motion.

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

Louise Egofske moved to approve the FY2023 operating and capital improvement budgets. Dan Garvy seconded the motion.

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

New Business:

Vehicle Bid

Matt Corso noted that two bids were received to replace Simba, a 15-passenger lift bus. The bid from Midwest was approximately \$5,000 lower, but noted that the delivery would be 12-16 months at best, with a possible change in cost by the time the vehicle arrived. Best Bus estimated delivery by the end of the second quarter of 2023, with the price set at the bid amount.

Dan Garvy recommended future bids be released with specifications of a Glaval vehicle specifically. Bill McAdam noted that the potential price change disqualified Midwest from consideration. Mike Adams inquired about the budget; Matt Corso noted it was \$85,000. The two buses purchased in 2019 were \$70,000 each. Mike Adams noted that Woodridge is waiting a year on vehicle purchases to see if the prices come down. Matt Corso noted that the lives of SEASPAR vehicles have already been elongated from 7 years to up to 10. Matt also noted that Best Bus will purchase the old bus from SEASPAR, which will slightly offset the cost. Mike Adams recommended adding a trade-in as an alternate to future bids.

Dan Garvy moved to approve the purchase of a 2024 Ford E350 or 450 (whichever available) Glaval Universal vehicle from Best Bus Sales of Des Plaines for \$139,425.00. Jessica Cannaday seconded the motion.

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

Executive Session Minutes and Recordings

Aleks Briedis moved to publicly release the Executive Session Board meeting minutes held on May 17, 2022 and July 18, 2022, and to authorize the destruction of the regular Board meeting recordings dated October 20, 2020, November 17, 2020, January 19, 2021, and February 16, 2021. Dan Garvy seconded the motion.

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

Member Entity Projects and Events:

The Board congratulated Mike Adams on his new role as grandfather.

Louise Egofske noted that the Lemont Park District just passed its second accreditation with the assistance of Mike Adams as mentor.

Dan Garvy initiated a discussion among Board members regarding the return to pre-pandemic service levels and the associated budgeting.

Adjournment:

Mike Adams moved to adjourn the regularly scheduled Board Meeting of October 18, 2022, at 3:43 p.m. Aleks Briedis 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