

## SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held  
February 21, 2023, at the SEASPAR Office  
4500 Belmont Road, Downers Grove, IL 60515

**Call to Order:** Mike Adams called the meeting to order at 3:00 p.m.

**Roll Call:**

Present:	Village of Brookfield	Luke Gundersen
	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	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:	Downers Grove Park District	Bill McAdam
	Village of Indian Head Park	Rita Farrell Mayer
Visitors:	Program Manager	Danielle Tallon
	Recreation Coordinator	Christina Healy
	Recreation Specialist	Jasper Shorr

**Public Comment and Correspondence:**

***Introduction of Recreation Specialist Jasper Shorr***

Dawn Krawiec introduced Jasper Shorr, SEASPAR's new Recreation Specialist. Jasper provided his background and the Board welcomed him.

***Presentation by Senior Recreation Coordinator Kim Huggins, CPRP***

Matt Corso introduced Recreation Coordinator Christina Healy, CTRS.

Christina provided an introduction, noting that she began with SEASPAR as an intern and moved into the Recreation Specialist role before joining full-time as a Recreation Coordinator in June 2022. She provided an overview of her program area, which includes teen and adult weekly programs, Home Front Health, SOAR Program, Special Olympics coaching, and participation on the Behavior Oversight Committee.

Christina provided statistics for teen and adult weekly programs for 2022, noting that 123 programs were offered (81 in-person and 42 virtual), generating 11,169.25 service hours. She noted that 189 individuals participated in teen and weekly programs in 2022.

Christina provided an overview of notable programs in her area, including the revamped Creative Corner, the reimagined Fit 'N Fuel, and the new companion program to Day Away Tour, Day Trippers. Christina also shared her goals for her program area, which include introducing new programs and creating a hybrid program experience for individuals transitioning from SEASPAR's youth area to teen and adult programs.

\*Louise Egofske and Bob Fleck entered the meeting at 3:04 p.m.

**Approval of Consent Agenda:**

Dan Garvy moved to approve the Minutes from the January 17, 2023, Board Meeting; Payment of Bills in the amount of \$93,076.65; the Bank Reconciliation ending January 31, 2023; the Income Statement from January 2023; and Current Investments for January 2023 as presented. Bob Fleck seconded the motion.

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

**Recreation Report:**

Dawn Krawiec added to her report that the Inclusion Department will offer its annual training to member entity staff in March. This training will provide helpful information heading into the summer and camp season.

Mike Adams inquired about the Crisis Prevention Institute training. Dawn Krawiec and Danielle Tallon provided details of the program and how the training will be implemented at SEASPAR.

**Administrative Services Report:**

Karen Lesniak had nothing to add to her report.

**Marketing Report:**

William Cazares had nothing to add to his report.

**Executive Director's Report:**

Matt Corso noted from his report that the 2023 participation statistics were included and indicate that SEASPAR has turned the corner post-pandemic, with program numbers at about 85% of pre-pandemic participation. The EAGLES Program is fully operational with the exception of overnight trips. Cooperative programming is returning. Virtual programs, while not a source of many service hours, continue to meet a need for SEASPAR's population and will be continued.

Matt added to his report that FY2022 audit fieldwork was completed in February. The auditors have everything they need from staff, and the final audit is pending a report from IMRF.

Matt added to his report that SEASPAR's 47<sup>th</sup> birthday is March 9.

Matt added to his report that John Coll, a 28-year volunteer from Western Springs, has passed away. John is one of only three inductees into SEASPAR's Volunteer Hall of Fame.

Matt added to his report that three SEASPAR staff are participating in IPRA ProConnect.

Matt added to his report that electronic timekeeping was implemented for part-time staff for the winter/spring season.

Matt added to his report that the Needs Assessment survey was almost ready to be distributed. The completed assessment will be presented to the Board in May.

Matt added to his report that he would set up a dinner for the legislative conference in May.

Mike Adams asked about the Willowbrook update in Matt's report. Matt noted that an adjusted agreement is anticipated for Board approval in March, with the Village of Willowbrook to officially join SEASPAR on September 1, 2024. Discussion ensued regarding facility needs, fee comparisons, and program offerings. Matt reported that the Willowbrook residents currently participating in SRA programs have been notified of the change, and the vast majority are excited for it.

**Unfinished Business:**

*None.*

**New Business:**

***Review of SEASPAR Crisis Management Response Plan***

Matt Corso noted that the Crisis Management Response Plan was being provided for the Board's information as part of the Distinguished Accreditation process, and the Board would be reviewing the document annually. Matt noted that full-time staff were provided a training on the plan, and Karen Lesniak noted that front office staff and EAGLES site directors would be provided training in the near future.

Mike Adams inquired about active shooter training. Karen Lesniak noted that staff are working on planning one, although SEASPAR programs are hosted in dozens of locations which makes training more difficult. She noted that staff would be eager to be involved in any active shooter training held by a member entity whose facility space SEASPAR uses.

**Member Entity Projects and Events:**

Board members discussed various projects.

**Adjournment:**

Dan Gavy moved to adjourn the regularly scheduled Board Meeting of February 21, 2023, at 3:55 p.m. Bob Fleck seconded the motion. Upon voice vote, the motion carried unanimously.

Respectfully submitted,



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



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Morgan Mason, Recording Secretary