

## SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held  
March 21, 2023, 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	Luke Gundersen
	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:	None	

**Public Comment and Correspondence:**

***Presentation by Inclusion Manager Bethany Pastrana, CTRS***

Matt Corso reported that Bethany was ill and would present at the April meeting.

**Approval of Consent Agenda:**

Bob Fleck moved to approve the Minutes from the February 21, 2023, Board Meeting; Payment of Bills in the amount of \$94,376.40; the Bank Reconciliation ending February 28, 2023; the Income Statement from February 2023; and Current Investments for February 2023 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 noted from her report that supporting and streamlining inclusion services for member entities is a top priority. One goal is to expand the inclusion offerings to trainings and other supports to integrate the participant without an aide. She noted that inclusion meetings were held with member entity staff in March to prepare for summer. Dawn noted that the new inclusion trifolds were made available to each Board member, and these should be used to provide new inclusion families with the basic information to get started. Staff plan to continually adapt to support member entities during the summer and will meet with member entities again in August to recap the season and identify any issues. Staff also plan to look at each member entity's webpage regarding inclusion and offer suggestions to ensure consistency in the language used and instructions provided to participant families. Board members inquired about the seasonality of, requirements for, and training of inclusion aides. Dawn responded that a few year-round aides are employed but much hiring is done for the summer, requirements include the age of 16 or older (or 15 with a work permit) and an interest in working with people with disabilities, and aides are provided an onboarding as well as inclusion training.

**Administrative Services Report:**

Karen Lesniak noted from her report that discussions with Downers Grove Police Department Community Outreach Officer Bill Budds regarding active intruder operations for the main office will take place on April 5, and Officer Budds will also attend the support staff in-service on June 6.

Karen noted from her report that Divine Signs would be at the main office on March 22 to begin designing the lobby, a project which was started in February 2022.

**Marketing Report:**

William Cazares added to his report a message to the Board thanking them for the opportunity to build SEASPAR's brand, and for their leadership and trust in him over the last 3.5 years. The Board thanked William for his service and wished him luck.

**Executive Director's Report:**

Matt Corso added to his report that the Annual Report had arrived and copies were available to Board members.

Matt added to his report that the Membership Cooperation Committee would begin work soon.

Matt added to his report that a local government efficiency meeting would be scheduled around the May Board meeting, if SEASPAR needs to complete the report. Several Board members questioned whether the law applied to SEASPAR. Matt will confirm SEASPAR's requirement to complete the report.

Matt added to his report that it was World Down Syndrome Day, providing background about the holiday and noting that the Down syndrome community has been served by SEASPAR since its beginning.

Matt noted from his report that the SEASPAR office would be closed March 27-31, and staff would be working from home.

Matt added to his report that the SEASPAR Aktion Club is currently hosting a fundraiser at Buffalo Wild Wings in Woodridge and encouraged Board members to stop by after the meeting.

**Unfinished Business:**

None.

**New Business:**

None.

**Member Entity Projects and Events:**

Board members discussed their plans for projects for which they received OSLAD grant funds.

**Adjournment to Executive Session:**

At 3:30 p.m., Bob Fleck moved to adjourn the regularly scheduled meeting of March 21, 2023, 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. Dan Garvy seconded the motion. Upon voice vote, the motion carried unanimously.

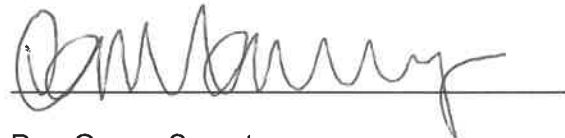
**Reconvene in Public Session:**

The regularly scheduled SEASPAR Board Meeting of March 21, 2023, reconvened in public session at 3:42 p.m. with no further business.

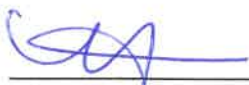
**Adjournment:**

Bob Fleck moved to adjourn the regularly scheduled Board Meeting of March 21, 2023, 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