

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
May 16, 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
Downers Grove Park District	Bill McAdam
Park District of La Grange	Jenny Bechtold
Community Park District of La Grange Park*	Zak Kerby
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	Laura Pulido
Recording Secretary	Morgan Mason

Absent:	Darien Park District	Stephanie Gurgone
	Village of Indian Head Park	Rita Farrell Mayer
	Lemont Park District	Louise Egofske

Visitors:	Lauterbach & Amen*	Courtney Mohr
	Lauterbach & Amen*	Hannah Cullerton
	Finance Specialist*	Dawn Pope

Public Comment and Correspondence:

* Bob Fleck entered the meeting at 3:01 p.m.

Presentation of FY2022 Comprehensive Annual Financial Report by Lauterbach & Amen

Courtney Mohr of Lauterbach & Amen presented SEASPAR's FY2022 Comprehensive Annual Financial Report (CAFR). She thanked staff for a successful audit and noted that this would be SEASPAR's first CAFR, which includes more supplemental information than a simple audit report. She noted that the CAFR would be submitted to the Government Finance Officer's Association for an award for transparency in financial reporting. Courtney provided an overview of the audit's purpose and noted that SEASPAR received an unmodified audit opinion. She provided specific details about SEASPAR's net position and fund balance, noting that both had decreased in accordance with the deficit budget for the year. Courtney also noted that the Management Letter provides direction on new GASB pronouncements for leases.

*Courtney Mohr, Hannah Cullerton, and Dawn Pope exited the meeting at 3:07 p.m.

Thank You Letter from the Lemont Police Department

Matt Corso noted that the thank you letter from the Lemont Police Department was in regard to a very successful event in partnership with SEASPAR. Dawn Krawiec noted that approximately 15 families of children with special needs were in attendance.

Approval of Consent Agenda:

Mike Adams moved to approve the Minutes from the April 11, 2023, Board Meeting; Minutes from the April 11, 2023, Executive Board Meeting; Payment of Bills in the amount of \$153,436.17; the Bank Reconciliation ending April 30, 2023; the Income Statement from April 2023; and Current Investments for April 2023 as presented. Dan Garvy seconded the motion.

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

Recreation Report:

Dawn Krawiec added to her report that a new Recreation Coordinator for the youth area has been hired. Sylvia Dobbins will be joining SEASPAR with four years' experience in a similar position at WSSRA.

Administrative Services Report:

Karen Lesniak added to her report information about a vehicle accident involving the Lisle EAGLES program. She also added that the administrative office dishwasher had been replaced per the capital plan and underbudget. Karen also added that she was pleased with the process for hazard recognition and had Southern Aluminum fix rough edges on the multi-purpose room tables that were identified by staff.

Marketing Report:

Morgan Mason introduced new Marketing Coordinator Laura Pulido. Laura had nothing to add to her report.

Executive Director's Report:

Matt Corso added to his report that Board members are invited to have lunch at the administrative office on the day of SEASPAR's Distinguished Accreditation review, June 7. Also on that day, a facility tour will take place at the Lisle EAGLES and Wonders Multi-Sensory Room site, and Matt invited Dan Garvy to accompany the tour.

Matt added to his report that 240 people registered for the Believe & Achieve Recognition Banquet and thanked the Board members who attended. Next year's event will take place on a Thursday in January at the Carlisle in Lombard.

Matt added to his report that NWSRA is leading the development of a task force to establish best practices for special recreation associations. Several Board members expressed concern about the implementation of practices that conflict with current SEASPAR practices or advice received from SEASPAR's attorneys.

*Zak Kerby entered the meeting at 3:25 p.m.

Unfinished Business:

None.

New Business:

Approval of FY2022 Comprehensive Annual Financial Report

Aleks Briedis moved to approve the FY2022 Comprehensive Annual Financial Report. Luke Gundersen seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Darien, Indian Head Park, Lemont

Motion Carried Unanimously

Executive Session Minutes and Recordings

Dan Garvy moved to approve the Environmental Report Card. Bob Fleck seconded the motion. Aleks Briedis inquired if any actions would be taken to improve SEASPAR's score. Matt Corso confirmed that efforts would be made.

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

Voting Nay: None

Absent, Not Voting: Darien, Indian Head Park, Lemont

Motion Carried Unanimously

Member Entity Projects and Events:

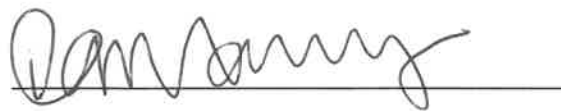
Matt Corso introduced Zak Kerby from the Community Park District of La Grange Park.

Board members discussed progress on new and current projects.

Adjournment:

Zak Kerby moved to adjourn the regularly scheduled Board Meeting of May 16, 2023, at 3:41 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



Morgan Mason, Recording Secretary