

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
July 18, 2023, at the SEASPAR Office
4500 Belmont Road, Downers Grove, IL 60515

Call to Order: Louise Egofske called the meeting to order at 3:00 p.m.

Roll Call:

Present:	Clarendon Hills Park District	Valerie Louthan
	Darien Park District	Stephanie Gurgone
	Village of Indian Head Park	Amy Eckert
	Park District of La Grange	Jenny Bechtold
	Lemont Park District	Louise Egofske
	Lisle Park District	Dan Garvy
	Village of Western Springs	Aleks Briedis
	Westmont Park District	Bob Fleck
	Woodridge Park District	Jenny Knitter

Executive Director	Matt Corso
Superintendent	Dawn Krawiec
Superintendent	Karen Lesniak
Marketing Coordinator	Laura Pulido
Recording Secretary	Morgan Mason

Absent:	Village of Brookfield	Luke Gundersen
	Downers Grove Park District	Bill McAdam
	Community Park District of La Grange Park	Jessica Cannaday

Visitors: None

Public Comment and Correspondence:

Introduction of Indian Head Park Representative Amy Eckert

Matt Corso introduced Amy Eckert, the new Board representative from Indian Head Park. Amy was a special education teacher for 37 years and knows many SEASPAR participants. She has been part of SEASPAR's Movie in the Park events in Indian Head Park since their inception. The Board welcomed Amy.

Approval of Consent Agenda:

Aleks Briedis moved to approve the Minutes from the June 20, 2023, Board Meeting; Payment of Bills in the amount of \$93,721.62; the Bank Reconciliation ending June 30, 2023; the Income Statement from June 2023; and Current Investments for June 2023 as presented. Bob Fleck seconded the motion.

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

Abstain: Indian Head Park

Voting Nay: None

Absent, Not Voting: Brookfield, La Grange Park, Downers Grove
Motion Carried Unanimously

Recreation Report:

Dawn Krawiec added to her report a highlight of recent Teen & Adult Special Events.

Administrative Services Report:

Karen Lesniak had nothing to add to her report.

Marketing Report:

Laura Pulido added to her report that she is very happy in her position at SEASPAR and has enjoyed working with the member entity marketing staff.

Executive Director's Report:

Matt Corso noted from his report that the participation data reflects that service hours from the 2023 Winter-Spring season have surpassed the hours from the last full winter/spring season prior to the COVID-19 pandemic, which was 2019. Part of this is due to better management of program logistics to accommodate for reduced staffing. Discussion regarding summer staff hours ensued, with Matt noting that staffing numbers for 2023 may have been higher than 2019 simply due to the increase in summer day camp and EAGLES offerings.

Matt added to his report that he has initiated the budgeting process with staff. A draft budget will be presented to the Board in September, with approval sought in October.

Matt added to his report that there is no Board meeting scheduled for August.

Louise Egofske commented on Matt's report regarding the passing of participant Randy Naberhaus, noting how sad the news was. Matt spoke to Randy's participation in programming since SEASPAR's inception, noting how involved the entire Naberhaus family has been with SEASPAR. The family is from Woodridge. Matt noted that Randy's impact can be seen simply by visiting the post announcing his services on SEASPAR's Facebook page, which has dozens of comments from his SEASPAR friends.

Unfinished Business:

None.

New Business:

Resolution #2023-04, Authorizing the Sale of Personal Property Owned by SEASPAR

Matt Corso noted that the vehicle being sold is Simba, a nine-year old vehicle whose replacement is arriving within a couple of weeks. Discussion ensued regarding the benefits of auctioning the vehicle versus trading it in. Bob Fleck noted that Westmont has been exceeding expectations with recent auctions.

Dan Garvy moved to approve Resolution #2023-04, Authorizing the Sale of Personal Property Owned by SEASPAR. Jenny Knitter seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, La Grange Park, Downers Grove

Motion Carried Unanimously

Resolution #2023-05, Allowing Village of Willowbrook Residents to Register as Residents Starting Winter/Spring Season 2024

Matt Corso noted that SEASPAR's attorney had reviewed and approved the resolution.

Bob Fleck moved to approve Resolution #2023-05, Allowing Village of Willowbrook Residents to Register as Residents Starting Winter/Spring Season 2024. Dan Garvy seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, La Grange Park, Downers Grove

Motion Carried Unanimously

Approval of Vehicle Bid

Karen Lesniak noted from the memo that two vehicle bids were received, and although the bid from Midwest Transit is about \$5,000.00 lower than the bid from Best Bus Sales, Midwest's bid does not meet all of the specifications, with upcharges to meet them. The bid from Best Bus Sales meets all specifications, and SEASPAR has an excellent history with Best Bus, especially with regard to their service for repairs. Discussion ensued regarding the importance of the service component.

Bob Fleck moved to award a bid in the amount of \$124,524.00 to Best Bus Sales for the purchase of a Glaval bus to replace the Yoshi vehicle as approved in the Capital Replacement Plan. Jenny Knitter seconded the motion.

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

Voting Nay: None

Absent, Not Voting: Brookfield, La Grange Park, Downers Grove

Motion Carried Unanimously

Needs Assessment

Matt Corso highlighted several findings from the Needs Assessment performed by the University of St. Francis business marketing class, including a participant satisfaction rate of 94.5%, which is an improvement from the last needs assessment in 2017. Staff have met and analyzed the data, and will be considering changes based on the information. Overall, there were no major surprises in the data, which is comparable to 2017.

November Board Meeting Date

Matt Corso requested a consensus to move the November Board meeting date to avoid the week of the Thanksgiving holiday. The Board provided consensus to move the meeting one week earlier, to November 14.

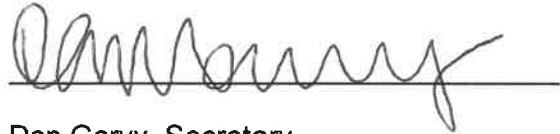
Member Entity Projects and Events:

Board members discussed progress on new and current projects.

Adjournment:

Dan Garvy moved to adjourn the regularly scheduled Board Meeting of July 18, 2023, at 3:44 p.m. Bob Fleck seconded the motion. Upon voice vote, the motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dan Garvy", written over a horizontal line.

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

A handwritten signature in blue ink, appearing to read "Morgan Mason", written over a horizontal line.

Morgan Mason, Recording Secretary