

SOUTH EAST ASSOCIATION FOR SPECIAL PARKS AND RECREATION

Minutes of the Regular Board Meeting Held
May 20, 2025, at the SEASPAR Office
4500 Belmont Road, Downers Grove, IL 60515

Call to Order: Bill McAdam called the meeting to order at 3:02 p.m.

Roll Call:

Present:

Village of Brookfield	Luke Gundersen
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	Greg Hooper
Lisle Park District	Dan Garvy
Westmont Park District	Bob Fleck
Woodridge Park District	Jenny Knitter

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

Absent:	Clarendon Hills Park District	Katie Gock
	Village of Indian Head Park	Amy Eckert
	Village of Western Springs	Aleks Briedis
	Village of Willowbrook	Dustin Kleefisch

Visitors:	Lauterbach & Amen*	Courtney Mohr
	Recreation Coordinator	Sophie Bordenave
	EAGLES Manager	Cathy Morava
	EAGLES Coordinator	Lauren McVey

Public Comment and Correspondence:

Presentation of FY2024 Annual Comprehensive Financial Report by Lauterbach & Amen

Matt Corso introduced Courtney Mohr, Principal at Lauterbach & Amen, to present the FY2024 Annual Comprehensive Report. Courtney thanked the SEASPAR team for their assistance during the audit process. She congratulated the team on receiving the GFOA Certificate of Excellence for 2023 and noted that the 2024 report would be submitted for the award as well. Courtney explained the purpose of the audit, noting that SEASPAR received an unmodified, clean opinion and the auditors experienced no difficulties with management. Courtney reviewed the fund financial statements, noting the assets, liabilities, and fund balance at year-end. She reviewed the income statement which reflects revenue and expenditures. Courtney noted that SEASPAR has a healthy fund balance. She also referenced the notes of the report which provide details about the financial statements, as well as the statistics section. Courtney reviewed the management letter, noting that the only comments are regarding upcoming GASB pronouncements to be implemented as required.

Bill McAdam thanked Courtney and thanked the SEASPAR staff. Matt Corso noted that a new online portal for audit documents has streamlined the process. Bob Fleck inquired about SEASPAR's adherence to GASB despite being a quasi-governmental agency, and Courtney responded that it follows GASB because it is taxpayer-funded even if it does not directly levy the taxes.

*Jessica Cannaday entered the meeting at 3:05 p.m.

*Courtney Mohr exited the meeting at 3:12 p.m.

Introduction of Recreation Coordinator Sophie Bordenave

Matt Corso introduced Sophie Bordenave, the new Recreation Coordinator for youth programming, who joined SEASPAR on May 5. Sophie noted that she recently graduated with degrees in Therapeutic Recreation and Human-Animal Studies. She has SRA experience as she interned at WDSRA and has previously worked at FVSRA. The Board welcomed Sophie.

Presentation by EAGLES Manager Cathy Morava, CPRP, and EAGLES Coordinator Lauren McVey, CTRS

Cathy Morava introduced herself and Lauren McVey. Cathy noted that the pass-around folder included the current EAGLES Directory, trifold with an annually changing insert, and monthly calendars that are sent to participants.

Cathy stated that the EAGLES Adult Day Program currently has nine permanent part-time staff and ten permanent substitutes. Many of these are long-term staff but the Brookfield Site Director recently left for a position with benefits. Cathy encouraged consideration of benefits for EAGLES Site Directors in the future. Cathy read the resignation letter of an assist staff from the Lemont site.

Cathy reported that the Hinsdale Junior Woman's Club has awarded the EAGLES Program a grant of \$2,700 for new furniture at the Darien site. She noted that the Darien Park District is hosting the dedication of a tree and raised gardens in memory of the father of Darien EAGLES participant Amanda Skozinski. Cathy reported that an intern from Northern Arizona University will be planning sustainability-themed activities for the participants during the summer, and there are also freshmen from the Midwestern Occupational Therapy program joining the EAGLES groups on Thursdays. Cathy thanked the Board for everything, especially those members who have dedicated space for the EAGLES and provide facility maintenance. The EAGLES are excited for their annual 5K in October at McCollum Park.

Cathy and Lauren presented participation numbers for each site, noting that there is a waiting list for the program. Cathy noted that parents have paid to hold a spot until their child graduates from school. Lauren noted that there were six participants in the Lemont Monday/Wednesday/Friday group when she and Cathy presented last year, and now there are twelve. They presented a breakdown of participation by member entity. Cathy noted that she frequently receives calls from nonresident families, and she provides them with information about other options.

Lauren provided examples of activities that the EAGLES participants enjoy, such as fitness programs, dance classes, tree planting, gardening, karaoke, and much more. Recent unique experiences included an *Amazing Race* style scavenger hunt and a weather science presentation.

Cathy thanked the Board for their support as she will be retiring June 27. She noted that she has been with SEASPAR since 1983 and held five positions. She stated that working in special recreation was the only job she ever wanted to do. On behalf of the Board, Bill McAdam thanked Cathy for the lives and families made better due to her passion and dedication.

Approval of Consent Agenda:

Dan Garvy moved to approve the Minutes from the April 15, 2025, Board Meeting; Minutes from the April 15, 2025, Executive Session; Payment of Bills in the amount of \$98,101.61; the Bank Reconciliation ending April 30, 2025; the Income Statement from April 2025; and Current Investments for April 2025 as presented. Bob Fleck seconded the motion.

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

Recreation Report:

In Dawn Krawiec's absence, Matt Corso reported that staff are gearing up for day camp, with participation numbers surpassing the previous year. He noted that inclusion numbers are high as well, and trainings and orientations with SEASPAR and member entity staff are underway. Summer seasonal program numbers are strong as well.

Administrative Services Report:

Karen Lesniak noted from her report that three out of ten Action Items for the PDRMA Risk Management Review have been completed, including documentation of transition head counts for participants in summer day camp and EAGLES, and the implementation of aquatics risk management forms and procedures for summer day camp. Karen added that the Essentials of Risk Management form is an additional twenty questions with answers justified by evidence. Karen also noted that the Smart Goal for the year is to revamp the SOPs for the cleanup of bodily fluids, which will involve evaluating procedures, exploring resources, training staff, and providing the fleet and dedicated spaces with necessary supplies. She would be meeting with the PDRMA representative about these items the following week.

Marketing Report:

Bill McAdam congratulated Laura Pulido for reaching her two-year milestone with SEASPAR. Laura added to her report that the EmpowerWear Store for SEASPAR branded merchandise was just opened.

Executive Director's Report:

Matt Corso reported that SEASPAR had partnered with BankFinancial to present a parent informational seminar regarding estate planning, special needs trusts, and working with government income. Offering parent seminars was an initiative of the Strategic Plan. The seminar went well and was appreciated by the parents in attendance.

Matt referred to the PDRMA At-A-Glance from 2024, noting that SEASPAR had 100% staff participation in the PATH wellness program, and SEASPAR has received \$3,000 in safety incentives over the last two years.

Matt reported that he attended the IAPD Legislative Conference and spoke with 3 legislators and visited the offices of any legislator that serves any part of SEASPAR. He distributed flower seed packets that promoted planting seeds of inclusion, which were popular.

Matt reported that the Sips for SEASPAR at Miskatonic was a success, and the next is planned for June 2 at Alter Brewing in Downers Grove. One dollar per beer sold will be donated to SEASPAR. Matt will send the flyer to Board members.

Unfinished Business:

None.

New Business:

Approval of the 2024 Annual Comprehensive Financial Report

Bob Fleck moved to approve the Annual Comprehensive Financial Report for fiscal year 2024. Jenny Knitter seconded the motion.

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

Member Entity Projects and Events:

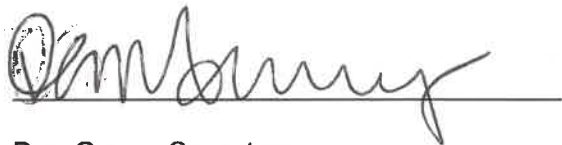
Bill McAdam reported that the Downers Grove Recreation Center would be renamed after Cathy Mahoney to recognize her lasting legacy as a supporter of the building of the center. He also noted that the District is closing on the last of the property near the Lincoln Center.

Bob Fleck reported that the Westmont Park District's spray park would not open for the summer due to constraints with the permitting process with IDPH. Jenny Bechtold noted that the Park District of La Grange's splash pad would also be closed due to construction.

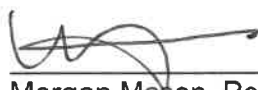
Adjournment

Bob Fleck moved to adjourn the regularly scheduled Board Meeting of May 20, 2025, at 3:52 p.m. Jenny Knitter 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