

SOUTH WEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER, ALSIP, IL 60803

MINUTES OF REGULAR MEETING JANUARY 16, 2019

I. CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:02 a.m. by Director Egizio. The meeting was held at the Alsip Park District, Alsip, Illinois.

II. ROLL CALL - PRESENT:

MIDLOTHIAN PARK DISTRICT	DOMINIC EGIZIO, PRESIDENT
ALSIP PARK DISTRICT	JEANNETTE HUBER, VICE PRESIDENT
POSEN PARK DISTRICT	T. J. WHITCOMB, TREASURER
HICKORY HILLS PARK DISTRICT	JENNIFER FULLERTON
WORTH PARK DISTRICT	ROBERT O'SHAUGHNESSY
PALOS HEIGHTS RECREATION DEPT.	LAUREN MARINO, Alternate

ROLL CALL - ABSENT:

BLUE ISLAND PARK DISTRICT	TOM WOGAN, SECRETARY (<i>arrived after roll call at 10:03 a.m.</i>)
VILLAGE OF MERRIONETTE PARK	VACANT

SWSRA Team PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
DAWN KEHOE	BUSINESS MANAGER
SUSAN PRIEBOY	SUPERINTENDENT OF RECREATION

III. VISITOR AND CITIZEN COMMENTS: None

Director Wogan arrived to the meeting at this point.

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA:

- A. Minutes of the Regular Board Meeting – DECEMBER 19, 2018
- B. Disbursements – DECEMBER Totaling \$23,334.99
- C. Financial Reports – DECEMBER - Treasurer's Report and Income Statement
Director Fullerton requested the P-card (credit card statements with receipts) be brought to every meeting for her to review the details of the amount(s) listed on the Disbursements report under BMO. Motion made by Director Whitcomb, seconded by Director Huber to approve Administrative Matters/Consent Agenda as presented. Roll was called with Directors Huber, Wogan, Whitcomb, Fullerton, O'Shaughnessy, Egizio and Lauren Marino voting yes. Motion passed 7 – 0.

V. PRESIDENT'S REPORT:

- A. Correspondence – None
- B. Public Recognition – None

VI. STAFF REPORTS:

- A. Superintendent of Recreation Report, Susan Prieboy - Susan presented report and it was placed on file. Susan noted we are looking for volunteers for the ITRS Basketball tournament we are hosting and stated Eisenhower varsity basketball players will be volunteering as referees. Director Huber suggested contacting the Service Club at Prairie & Hamlin Junior High or ask Denise Michalski for the contact person info there, Lauren Marino suggested Marist High School and said she would forward their contact person info, Director Fullerton suggested Stagg and Sandburg students might need service hours, Director Egizio suggested Bremen high school NHS and he could forward their contact person info. Director Wogan stated he will ask his coaches if they can volunteer. Lori added she emailed her contact with Southwest Airlines, noting sometimes these larger corporations encourage their employees to volunteer.

B. Executive Director Report, Lori Chesna - Lori presented report and it was placed on file.

A. December Donations/Sponsorships Received **(See attached)**

Lori noted and thanked Director Fullerton for her support with purchasing SWSRA apparel for her staff as Christmas gifts from her. Director Fullerton stated she will be taking a picture in about 2 weeks of them wearing the apparel.

B. IAPD/IPRA Conference Travel Expense **(See attached)**

Lori noted the total per day is \$76.

C. Call for more Member District PR/Marketing Assistance **(Annual reminder)**

Lori asked all to read through her report list of some of the ideas/suggestions to promote SWSRA within your agency. Lori distributed our current Chuck E Cheese Eat & Earn fundraiser flyer to all to promote/display at their agency. Lori asked Director O'Shaughnessy to share what Worth Park District will be doing to promote SWSRA. Director O'Shaughnessy stated they will be designing and contributing a sign specific for the Sensory Depot for the Helen Goy Center.

D. 2019 Spring/Summer Brochure

E. 2019/2020 Budget Time Line

F. Fundraisers

G. 2019-2020 Monthly Board Meeting Schedule* **(See attached)**

H. Bi-Annual review of Executive Session Minutes***(See attached)**

C. Attorney Report – Lori noted she is currently working with the Attorney to prepare the documents for Crestwood and Burbank as potential new member districts. Lori added she is scheduled to meet with Crestwood next week and will be contacting Bill Olson to setup an appointment to meet with him too. Lori noted neither have levied and it will be in FY 2020/2021 if this happens. Lori noted she is also working with the attorney in regards to having an official Resolution or Change to the Articles of Agreement signed taking off Justice and Summit Park District and adding Worth and Hickory Hills Park District.

VII. UNFINISHED BUSINESS (*= Action or Approval Item):

A. Southwest Half Marathon/Walk, Run or Roll Update

Lori noted the financial loss to SWSRA of approximately \$10,000 (charity runner pledges and donation as named charity from the race) if this event is cancelled. Discussion began of other ideas. Lori noted Director Huber suggested the possibility of a ¼ mile race to be held on their path and use of their pavilion. Lori noted Paula is working on other options for the charity runner pledge dollars we will be losing to be replaced through other organized races naming SWSRA as the recipient of the pledges they raise. Suggestion was advertising the Birthday fundraiser via Facebook naming SWSRA as the recipient.

B. Review 2019 Strategic Plan Options

Lori reviewed the 3 entities she already requested quotes from for a Strategic Plan : Bonnie Covelli, Pathways Resource Group, Jarrod Scheunemann, Campfire Concepts \$8,500 (whom we already met with), and Executive Service Corps \$3,500. Lori requested to table the Strategic Plan Option for now because she feels we know internally what we have to do to become financially sound such as continue to be frugal with our budget, focus on our potential new member districts and develop/implement new fundraiser ideas.

Motion was made by Director Huber, seconded by Director Wogan to table this for now per Lori's request. Roll was called with Director Wogan, Whitcomb, Fullerton, O'Shaughnessy, Egizio, Huber and Lauren Marino voting yes.

Motion passed 7 – 0.

VIII. NEW BUSINESS (*=Action or Approval Item):

A. Bi-Annual review of Executive Session Minutes*

Director Egizio noted this will be moved to Executive Session.

B. 2019-2020 Monthly Board Meeting Schedule*

Motion made by Director Whitcomb, seconded by Director Fullerton to approve the 2019-2020 Monthly Board Meeting Schedule as presented. Motion passed by voice vote 7 – 0.

Lori distributed the document "2019-2020 (Effective: May 1, 2019-April 30, 2020) MEMBER AGENCY TAX RATE REPORT INFORMATION to all as a FYI, noting no agencies are at .04 in the 2017 Rate in their "Handicapped Fund". Discussion began about understanding the property tax levy and how the park districts submit the request to the County. Most stated this process is handled directly by their accountant or attorney for their district as this is their expertise. Lori stated her concern for some districts who are way under the .04 cap in regards to their long term projects as they are still obligated to give SWSRA .02 regardless if it is not at the max cap of .04 on the EAV Agency Tax Report.

IX. BOARD OF DIRECTORS' COMMENTS:

Director Egizio noted they have moved to 14700 Kildare, which is behind St. Stephens Lutheran Church until March 1, 2020. He also noted they will have a new position for an Athletic Supervisor in Fall.

Director Huber noted they have a position open for an Athletic Supervisor

X. EXECUTIVE SESSION (if necessary)

Director Egizio asked for a motion at 10:44 a.m. to move into **Executive Session** for the purpose of Bi-Annual review of Executive Session Minutes*. The motion was made by Director Whitcomb, seconded by Director Fullerton. Roll was called with Director Fullerton, O'Shaughnessy, Egizio, Huber, Wogan, Whitcomb and Lauren Marino voting yes. Motion passed 7 – 0.

XI. RECONVENE REGULAR MEETING

Director Egizio asked for a motion to return to **Open Session**. The motion was made by Director Fullerton, seconded by Director Whitcomb. Motion carried by voice vote 7 – 0. The regular session of the Board Meeting reconvened at 10:50 a.m.

XII. ADJOURNMENT OF REGULAR MEETING

Motion made by Director Whitcomb, seconded by Director Wogan. Motion carried by voice vote 7 – 0. The meeting adjourned at 10:51 a.m.

Dawn Kehoe, Corresponding Secretary

Tom Wogan, Corporate Secretary