

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

MINUTES OF REGULAR MEETING AUGUST 21, 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 10:03 a.m. by Director Huber. The meeting was held at the Alsip Park District, Alsip, Illinois.

II. ROLL CALL - PRESENT:

MIDLOTHIAN PARK DISTRICT	SHARON RYBAK, for 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.	MATT FAIRBANKS

ROLL CALL - ABSENT:

BLUE ISLAND PARK DISTRICT	TOM WOGAN, SECRETARY
VILLAGE OF MERRIONETTE PARK	MICHELLE HIGGINS

SWSRA Team PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
DAWN KEHOE	BUSINESS MANAGER

III. VISITOR AND CITIZEN COMMENTS: Lori introduced Marina Uher who is currently one of our 3 Part Time Recreation Specialists, noting that starting in September she will be our NEW Full Time Recreation Supervisor. Lori added that Marina finished her degree, CTRS.

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA:

- A. Minutes of the Regular Board Meeting – JULY 17, 2019
- B. Disbursements – JULY Totaling \$27,156.31
- C. Financial Reports – JULY - Treasurer's Report and Income Statement
Motion made by Director Whitcomb, seconded by Director Fullerton to approve Administrative Matters/Consent Agenda as presented. Roll was called with Sharon Rybak and Directors Huber, Whitcomb, Fullerton, O'Shaughnessy, and Fairbanks voting yes. Motion passed 6 – 0.

V. PRESIDENT'S REPORT:

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

VI. STAFF REPORTS:

- A. Superintendent of Recreation Report, Susan Prieboy – Lori presented report and it was placed on file.
Lori presented report noting Susan is not present because she had a baby girl named Kiley Hayden on August 14.
TOM WOGAN (*arrived after roll call at 10:09 a.m.*) at the point Lori was talking about Inclusion in the report.
Lori noted cost for white bus repair was \$1,300. Lori stated the 2003 Passenger Van A/C quote is \$2,000 to fix.
Lori thanked Director O'Shaughnessy for the loan of their minivan during this "down-time" of our vehicle repairs.
Marina Uher presented the Employee of the Month – John Bedore.
- B. Executive Director Report, Lori Chesna - Lori presented report and it was placed on file.
 - A. July Donations/Sponsorships Received (***See attached 2 pages***)
Lori noted net profit of Summer Raffle was \$2,631.05 (\$3,086 in ticket sales - \$454.95 expenses) and Thanked all who donated prizes and sold tickets.

- B. Upcoming SWSRA Special Events
- C. Upcoming SWSRA PR/Marketing Events (Pending staffing)
- D. Introducing Recreation Supervisor-Marina Uher
- E. Welcome to the world Kiley Hayden

C. Attorney Report – None

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

- A. 2019 SWSRA Summer Day Camp Update

Lori noted we are currently talking about next year. Main topics of discussion are Transportation as well as analyzing 6 weeks of camp versus 7 weeks of camp.
- B. OASIS (Opportunities for Adults Seeking Inclusive Service) Update

Lori noted our intent was never to start this program at a loss and also that this program is designed for a 1:6 ratio and will remain as such. Lori stated registration to date is not enough to start in September as we hoped and the majority registered for Tuesday & Thursday option. Lori added we have postponed start date to January and we continue to promote the Tuesday & Thursday. Lori noted we need at least 4 more to start this program. Lori asked all to support our promoting efforts when you can by sharing our Facebook postings about the program.
- C. Personnel Policy Update

Lori thanked Director Fullerton for her review and comments. Lori added she has started to merge her edits with the Attorney’s comment and will be giving it back to the Attorney. Lori noted she hopes to have the Board a recommendation next month; that’s the goal.
- D. 2019 Summer Scholarship Raffle Update

Lori presented these details under Item A.
- E. Capital Projects Update

Lori noted she hasn’t heard from the State and noted others SRA’s have said the same. Discussion began and it was stated don’t move forward with the expectation of reimbursement; wait until the State approves. Discussion began about the use of the funds and it was stated it was written into the law based on your request; so if it says for general ADA you might have flexibility. Director Wogan asked Lori to email him and he will look into it.
- F. Audit FY18/19 Update

Lori noted the Auditor recommended we go from Business Model to Government Model and will look different.
- G. SWSRA Fall Fundraiser Update

Lori noted date Tuesday, December 3 at Worth Park District for Trivia Night. Lori added Director O’Shaughnessy has been very gracious in offering to organize this for SWSRA as we do not have a liquor license.
- H. Vehicle Search Update

Lori noted the Lease Agreement is in our current budget at \$12,000; Lori stated after researching; she recommends a 3-year lease; based on the warranty, with set annual payments required for the vehicle from Midwest Transit which is 15 passengers, fits up to 4 wheelchairs and requires no CDL. Lori noted we will be adding the rear camera if not too costly. Lori noted our intent would be to lease another vehicle after this lease expires. Lori noted Alsip Park District has a similar vehicle if anyone wants to check it out. Discuss began and Board Consensus was the amount is in our current budget; therefore, move forward. It was noted the Lease Agreement will have to be Board Approved; therefore, it should be on next month’s agenda to ratify it.
- I. Bi-Annual Review of Executive Session Minutes-Resolution No. 2019-02*

Discussion began whether Section 3 is written clearly/correctly in regards to destroying audio recordings. Motion made by Director Whitcomb “Move to approve the Resolution with the acknowledgement that no recording can be destroyed until 18 months has passed since the date of the meeting”, seconded by Director Fullerton to approve with Section 3 restated. Roll was called with Sharon Rybak and Directors Huber, Wogan, Whitcomb, Fullerton, and Fairbanks voting yes and Director O’Shaughnessy voting no. Motion passed 6 – 1.

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

IX. BOARD OF DIRECTORS' COMMENTS:

Director Whitcomb noted their outdoor movie screen has been purchased and first showing is this Friday.

Director Fairbanks noted they are finalizing an offer for their Athletic/Aquatic Manager Position and now have another position open for Recreation Management.

Tom Wogan noted they have a Marketing Director position open.

Director Huber noted their gym floor is done and thanked SWSRA for being so flexible.

Sharon Rybak noted that they are supposed to start digging, with the move back scheduled for August 2020. She added it is a prefab building allowing them to work through the winter.

X. EXECUTIVE SESSION (if necessary)

XI. RECONVENE REGULAR MEETING

XII. ADJOURNMENT OF REGULAR MEETING

Motion made by Director Wogan, seconded by Director Fairbanks. Motion carried by voice vote 7 – 0. The meeting adjourned at 11:55 a.m.

Dawn Kehoe, Corresponding Secretary

Tom Wogan, Corporate Secretary