

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

MINUTES OF REGULAR MEETING OCTOBER 21, 2020

**NOTICE IS HEREBY GIVEN** that the OCTOBER 21, 2020 Regular Meeting of the South West Special Recreation Association Board of Directors WAS held via video/teleconference as permitted by the Open Meetings Act Changes Signed into Law SB 2135. The new law amends the Open Meetings Act and sets new statutory rules for how an open meeting may be conducted by audio or video conference, without the physical presence of a quorum of the members, during certain disaster declarations. All statutory rules were followed in conducting this meeting; including Lori Chesna, SWSRA Executive Director physically present at the regular meeting location.

**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 Egizio. The meeting was held via video/teleconference with Board Members/SWSRA Team and Lori Chesna, SWSRA Executive Director was physically present at the regular meeting location of 12521 South Kostner, Alsip, IL. 60803.

**I. ROLL CALL WAS CALLED WITH ALL STATING – “PRESENT”:**

MIDLOTHIAN PARK DISTRICT	DOMINIC EGIZIO, PRESIDENT
ALSIP PARK DISTRICT	JEANETTE 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
SUSAN PRIEBOY	SUPERINTENDENT OF RECREATION
DAWN KEHOE	BUSINESS MANAGER

**II. VISITOR AND CITIZEN COMMENTS: None**

**III. ADMINISTRATIVE MATTERS/CONSENT AGENDA:**

- A. Minutes of the Regular Board Meeting –SEPTEMBER 16, 2020
- B. Disbursements – SEPTEMBER Totaling \$15,028.34
- C. Financial Reports – SEPTEMBER - 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 Directors Egizio, Huber, Whitcomb, Fullerton, O’Shaughnessy and Fairbanks voting yes. Motion passed 6 – 0.

**IV. PRESIDENT’S REPORT:**

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

**STAFF REPORTS:**

- A. Superintendent of Recreation Report, Susan Prieboy – Susan presented report and it was placed on file. Susan added staff member Brittany Izzo is doing her internship and her professor observed her during our Oasis program and complimented the organization for our participants and the “weekly easy to use bins of supplies”.

Lori added to Susan's report – Employee of the Month recognizing Dawn Kehoe with the write up.

B. Executive Director Report, Lori Chesna -

- A. September Donations/Sponsorships Received (**See attached**)
- B. Giving Tuesday "Trivia Night" fundraiser in the planning stage
- C. Change or cancel December Board meeting?

Decision was made, change meeting to Tuesday, December 15 at 10am. due to conflict with PDRMA meeting.

D. FY 2021-2022 Budget Discussion

C. Attorney Report – None

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

A. Paycheck Protection Program Loan Update

Lori noted we plan to start the online application process to apply for forgiveness with the Auditor's assistance when Dawn returns from vacation on November 2.

B. Alsip/SWSRA Lease Agreement Update

Lori noted no update at this time

C. FY 19/20 Audit Draft (**See attached**)\*

Motion made by Director O'Shaughnessy, seconded by Director Whitcomb to approved the FY 19/20 Audit Report and Management Letter as presented and place on file. Roll was called with Directors Egizio, Huber, Whitcomb, Fullerton, O'Shaughnessy and Fairbanks voting yes. Motion passed 6 – 0.

D. 2020-2021 Health Insurance Renewal\*

Lori stated the following recommendations:

1. Seeking approval to renew at the "composite rate" quote effective December 1, 2020 which is lower overall for the agency than the "age rated", noting this has never been the case in years past.
2. Seeking approval to change our current dependent coverage guidelines to 25% HMO, and 35% PPO employee contribution; noting currently dependent coverage is 50%, and noting HMO premium incentive is free and PPO is 10% for employee. Lori noted recommendation is based on rate stabilization for SWSRA, for every employee and their dependents. Lori noted consideration of fiscal responsibility to SWSRA's budget as well as research of what guidelines our member districts and other SRA's are currently following.

Lori noted our comparisons, stating the actual impact to our current budget which is proposed at : \$38,000  
Renew at composite rates and no changes to current dependent guidelines at 4/30/2021 would be: \$39,742  
Renew at composite rates and change dependent coverage to 25% HMO and \$35% PPO would be: \$40,927

Lori noted the total difference to change dependent coverage to 25% HMO and 35% PPO would be: \$ 1,185

Lori noted we compared to PDRMA's current quotes, but that would be \$10,000 more for SWSRA at this time.

Motion made by Director Fullerton, seconded by Director Whitcomb to Approve Health Insurance Renewal to a Composite Rate Plan, with guidelines of HMO "free", PPO 10% for Employee and Dependent coverage changed to 25% HMO, 35% PPO employee contribution. Roll was called with Directors Egizio, Huber, Whitcomb, Fullerton, O'Shaughnessy and Fairbanks voting yes. Motion passed 6 – 0.

E. Surplus property 2003 Passenger Van Update

Lori noted she was going to sell this vehicle to CarMax, but unfortunately they require the title which we have but also the registration form which our vehicles do not have. Director Huber recommended looking into the website govdeals.com. Board consensus continue research on selling this vehicle and discuss our other vehicles in our fleet which currently are not starting.

F. FY 20-21 Review Budget Update\*

Lori stated our year end 4/30/21 budget deficit was approved at (\$159,188.00). Lori noted Dawn projected it out at this point to be (\$76,804); and taking our \$57,502 PPP Loan possibly being forgiven it would be (\$25,202) budget deficit at year end 4/30/21. Lori noted in our current budget we have slated to bring our part time Recreation Specialist to be a full time employee effective 1/1/2021; but that is a discussion for next month.

a. Virtual program revenue Update

b. PPE expense Update – Lori noted no expense to report this month, but total amount is \$3,000 to date.

c. Raises\*

Lori noted board consensus in May 2020 was revisit raises after 6 months. Lori stated we budgeted 3% as a whole for raises and recommending to move forward with these effective November 1, 2020. Board discussion began of how they are currently handling raises in their agency.

Motion made by Director Whitcomb, seconded by Director Fairbanks to Approve raises at 3% effective November 1, 2020. Roll was called with Directors Egizio, Whitcomb, Fullerton, O'Shaughnessy and Fairbanks voting yes. Director Huber voted no. Motion passed 5 – 0.

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

**BOARD OF DIRECTORS' COMMENTS:**

**Director Egizio:** Invited all to attend Ribbon cutting ceremony on 11/7 10am-12noon and SWSRA to have a booth there. Also if not available to attend, please feel free to stop by at another time to see their new building.

**VII. EXECUTIVE SESSION (if necessary)**

**VIII. RECONVENE REGULAR MEETING**

**IX. ADJOURNMENT OF REGULAR MEETING**

Motion made by Director Whitcomb, seconded by Director Fullerton to adjourn the meeting at 11:29 a.m. Roll was called with Directors Egizio, Huber, Whitcomb, Fullerton, O'Shaughnessy and Fairbanks voting yes. Motion passed 6 – 0.

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Dawn Kehoe, Corresponding Secretary

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Tom Wogan, Corporate Secretary