

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

MINUTES OF REGULAR MEETING NOVEMBER 21, 2018

**I. CALL TO ORDER**

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:01 a.m. by Director Leonard. The meeting was held at the Alsip Park District, Alsip, Illinois.

**II. ROLL CALL - PRESENT:**

PALOS HEIGHTS RECREATION DEPT.  
ALSIP PARK DISTRICT  
HICKORY HILLS PARK DISTRICT  
POSEN PARK DISTRICT  
WORTH PARK DISTRICT

MIKE LEONARD, PRESIDENT  
GREG HOOPER for Jeannette Huber, SECRETARY  
DAN MAIER for Jennifer Fullerton  
T. J. WHITCOMB  
ROBERT O'SHAUGHNESSY

**ROLL CALL - ABSENT:**

MIDLOTHIAN PARK DISTRICT  
BLUE ISLAND PARK DISTRICT  
VILLAGE OF MERRIONETTE PARK

DOMINIC EGIZIO, VICE PRESIDENT  
TOM WOGAN, TREASURER  
VACANT

**SWSRA Team PRESENT:**

LORI CHESNA  
DAWN KEHOE  
SUSAN PRIEBOY

EXECUTIVE DIRECTOR  
BUSINESS MANAGER  
SUPERINTENDENT OF RECREATION

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

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

- A. Minutes of the Regular Board Meeting – OCTOBER 17, 2018
- B. Disbursements – OCTOBER Totaling \$20,998.90
- C. Financial Reports – OCTOBER - Treasurer's Report and Income Statement  
Motion made by Director Whitcomb, seconded by Director O'Shaughnessy to approve Administrative Matters/Consent Agenda as presented. Roll was called with Greg Hooper, Dan Maier, Directors Whitcomb, O'Shaughnessy and Leonard voting yes. Motion passed 5 – 0.

**V. PRESIDENT'S REPORT:**

- A. Correspondence – Director Leonard read a letter from Executive Director Lori Chesna, thanking ALL for the gifts and recognition for her 20years of service at last month's meeting.
- B. Public Recognition – None

**VI. STAFF REPORTS:**

- A. Superintendent of Recreation Report, Susan Prieboy - Susan presented report and it was placed on file. Lori added that the new ATP Coordinator requested a meeting to talk with Susan and her and that meeting is scheduled for Monday, September 30.
- B. Executive Director Report, Lori Chesna - Lori presented report and it was placed on file.
  - A. October Donations/Sponsorships Received (**See attached**)
  - B. PR/Marketing Events  
Lori noted we are cancelling our attendance at the Holiday on Pulaski-Village of Alsip due to no staff coverage.
  - C. SWSRA Office Move
  - D. 2019 Winter Brochure

***DIRECTOR WOGAN ARRIVED TO MEETING AT THIS POINT***

E. 2019 Spring/Summer Brochure

F. New Donation Trend

G. For Goodness Sake (**See attached flier**)

Lori added that she asked the General Manager how SWSRA was considered, and he responded that he lives near WSSRA and knows about special recreation, therefore he thought of us in this area to be one of the named charities.

H. Amazon Smile

I. Board/Staff Retreat

Lori added that our team met with Campfire Concepts, Jarrod Scheunemann in November and he could facilitate this if needed. Director Leonard announced December board meeting will be his last in attendance and his alternate will be Lauren Marino, noting he is going to be the Executive Director of Channahon Park District starting January 9, 2019. Lori added we might want to wait on scheduling this retreat until his permanent replacement is on the Board.

J. Worth Lease Agreement (**See 2 attachments (cross out version, and final copy awaiting approval)\***)

Lori asked Director O'Shaughnessy to speak about the changes. Director O'Shaughnessy noted there are a lot of remarks but actually very few changes overall. He added the original lease of 2015 had SWSRA utilizing a portion of the building, but since that time they added the Sensory Depot, therefore the new lease reflects SWSRA using the entire premises rather than just a portion. He noted a change was made in regards to our rents and utilities, (not an increase) but rather in our billing process.

K. Day Camp 2019

Lori discussed a revision she is recommending to restructure our Day Camp for those campers aged 8 and under that require to be in car seats due to the liability we have in transferring their car seats in and out of our vehicles on a daily basis in order to utilize our vehicles for other camps on any given day. Lori noted she has spoken to PDRMA about this. She added we will offer a new Tot Camp that will be designed without the transportation option available to and from the camp as well as no transportation on any given day within the camp such as mini trips etc.

C. Attorney Report – None

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

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

A. Worth Lease Agreement\*

Motion made by Director Whitcomb, seconded by Director Wogan to approve the Worth Lease Agreement as presented. Roll was called with Greg Hooper, Director Wogan, Dan Maier, Directors Whitcomb, and Leonard voting yes. Director O'Shaughnessy abstained. Motion passed 5 – 0.

**BOARD OF DIRECTORS' COMMENTS** - None

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

**X. RECONVENE REGULAR MEETING**

**XI. ADJOURNMENT OF REGULAR MEETING**

Motion made by Director Whitcomb, seconded by Director Wogan. Motion carried by voice vote 6 – 0. The meeting adjourned at 10:28a.m.

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Dawn Kehoe, Corresponding Secretary

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Jeannette Huber, Corporate Secretary