

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

MINUTES OF REGULAR MEETING DECEMBER 19, 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 10:04 a.m. by Director Leonard. The meeting was held at the Alsip Park District, Alsip, Illinois.

II. ROLL CALL - PRESENT:

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

ROLL CALL - ABSENT:

BLUE ISLAND PARK DISTRICT	TOM WOGAN, TREASURER
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

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA:

- A. Minutes of the Regular Board Meeting – NOVEMBER 21, 2018
- B. Disbursements – NOVEMBER Totaling \$8,890.06
- C. Financial Reports – NOVEMBER - Treasurer's Report and Income Statement
Motion made by Director Whitcomb, seconded by Director Egizio to approve Administrative Matters/Consent Agenda as presented. Roll was called with Directors Egizio, Huber, Fullerton, Whitcomb, O'Shaughnessy and Leonard voting yes. Motion passed 6 – 0.

V. PRESIDENT'S REPORT:

- A. Correspondence – Director Leonard stated this is his last board meeting and noted that the new representative from Palos Heights Recreation Dept. should be present at the February meeting. Lori acknowledged and thanked Director Leonard for his professionalism and support for SWSRA.
- B. Public Recognition – None

VI. STAFF REPORTS:

- A. Superintendent of Recreation Report, Susan Prieboy - Susan presented report and it was placed on file. Susan added under Special Events that our Feed the Hungry Dance had about 150 participants attend. Susan added under Inclusion that the participant was not a good fit for the program at Alsip Park District. Lori added her compliments to Susan in coordinating and managing our new structure of 3-part time recreation specialists.
- B. Executive Director Report, Lori Chesna - Lori presented report and it was placed on file.
 - A. November Donations/Sponsorships Received (**See attached**)
 - B. PR/Outreach Events

Lori noted Paula attended the November 10 event which was a conference for pediatricians. Lori added that the booth Paula was at was representing ITRS and she was distributing the SRA contact list to those in attendance to promote to their patients. Lori noted our hope is to promote our programs to the elderly and young.

C. 2019 Grand Raffle Fundraiser

Lori noted we will not have the 2019 Grand Raffle Fundraiser in January 2019 due in large part to not having any “grand” prizes. Lori added we will be having our 2nd Annual Summer Raffle. Director Fullerton asked for details about what type of raffle prize donations would you hope for from the Member Districts for the summer raffle. Lori noted gift certificates, t-shirts, variety of marketing materials you use, pool passes, etc.

D. 2019 South West Half Marathon/Walk Run or Roll

Discussion began about other fundraising ideas should this event be cancelled. Suggestions were to run SWSRA’s own half marathon with the assistance of the member districts. Another suggestion was to work with Trinity Christian College to organize a “night ride” on the Cal Sag Trail. Another option is to research how to “tag team” with charity runners already committed to participate in larger scale marathons such as ALS to promote SWSRA as a recipient charity.

E. Change of Officers*

Lori noted due to Director Leonard resigning, we need to move the rotation of officers up to start their terms in January 2019 instead of May 2019. Lori stated we are seeking approval for the new rotation order; starting at our January 2019 meeting which would be:

- Dominic Egizio, President
 - Jeannette Huber, Vice President
 - Tom Wogan, Secretary
 - T.J. Whitcomb, Treasurer
 - Jennifer Fullerton
 - Robert O’Shaughnessy
 - Merrionette Park-VACANT
- F. Holiday Board of Directors Luncheon

C. Attorney Report – Lori noted she had a discussion with attorney Jim Rock to get a quote for developing a Board Policy Manual and review of our current Personnel Policy Manual that we have had since 2013. Lori added his quote for Board Policy Manual was not to exceed 12 hours of his rate and the Personnel Policy Manual was not to exceed 6 hours of his rate. Lori added we have been pro bono during this FY; however, found the current rate at Ancil Glink is \$210/hr., noting that would compute to \$2,520 and \$1,260 for the manuals stated. Directors recommended Lori to contact Robbins Schwartz, specifically Nicole Karas whom 2 member districts have currently used and consider the importance of getting this started during this current FY budget if possible. Director Fullerton noted she has a Board Policy Manual and would send a copy of that to Lori and Director Huber who were interested in reviewing.

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

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

A. Change of Officers*

Motion made by Director Whitcomb, seconded by Director Fullerton to approve the Change of Officers as presented. Motion passed by voice vote 6 – 0.

BOARD OF DIRECTORS’ COMMENTS – Director Fullerton initiated the discussion about SWSRA’s interest earned to date. She noted Hickory Hills has had their reserve invested in CD’s such as SWSRA does. She noted however, that about 1 ½ years ago First Midwest Bank offered Wealth Management services and they made an appointment with them and since have started investing in US Treasury per their recommendation and are now earning much more interest than the CD’s. Director Huber noted they are fairly new to this; but are participating in this low risk option also. Lori thanked all for the information, noting we will look into this.

Director O’Shaughnessy added we should remember to include on next month’s agenda the review of our Executive session meetings, which should be done every 6 months.

IX. EXECUTIVE SESSION (if necessary)

X. RECONVENE REGULAR MEETING

XI. ADJOURNMENT OF REGULAR MEETING

Motion made by Director Huber, seconded by Director Whitcomb. Motion carried by voice vote 6 – 0. The meeting adjourned at 10:42a.m.

Dawn Kehoe, Corresponding Secretary

Tom Wogan, Corporate Secretary