

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING December 12, 2007

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:00 a.m. by Director Gleason. The meeting was held at the Blue Island Park District, Blue Island, Illinois

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
ALSIP PARK DISTRICT	JEANNETTE HUBER
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
SUMMIT PARK DISTRICT	TOM SUHS
BLUE ISLAND PARK DISTRICT	DOMINIC COGAN
JUSTICE PARK DISTRICT	CALI DEBELLA

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
ERIN LYNCH	SUPERINTENDENT OF RECREATION

ABSENT

POSEN PARK DISTRICT	REPRESENTATIVE
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO

ADDITIONS OR REVISIONS TO THE AGENDA:

Executive Director Chesna added the following items to the agenda:

- L. Job Sharing Agreement
- M. IAPD Accepted SWSRA Application for Accreditation
- N. Logo

CITIZENS TO BE HEARD – Brendan Diamond and Austin Sandusky from the Blue Island Park District were also present at the meeting.

APPROVAL OF MINUTES OF NOVEMBER 7, 2007

Motion made by Director Leonard to approve Minutes of Regular Meeting held on November 7, 2007. Motion was seconded by Director Huber. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director DeBella. Director Huber made a motion to approve the Treasurer's Report with a combined ending balance of \$50,402.69 plus the Certificates of Deposit. Director DeBella seconded the motion. Roll was called with all Directors voting yes. The motion carried, 6—0.

EXECUTIVE DIRECTOR'S REPORT

A. NOVEMBER HIGHLIGHTS

Executive Director Chesna reported that several events took place in November including the Hoe Down Dance, Candlelight Bowl, A Christmas Carol, Pilgrim Rock Dance, Wizard of Oz Fest, Game Day and Feed the Hungry Dance. The Unified Volleyball Tournament was cancelled due to low enrollment. In response to a question, Erin Lynch explained how it works to adopt a family since her sister just did this.

B. EMPLOYEE/VOLUNTEER OF THE MONTH

Executive Director Chesna announced that John Winistorfer was named Employee of the Month. John has been volunteering for SWSRA for years and works at our bowling program every week and never misses a week. He is very reliable. It turned out that John told us at the Christmas party that he is retiring. This will be a huge loss to SWSRA because John has been such a dedicated volunteer.

C. ALSIP PARK DISTRICT'S SANTA'S LANDING

Lori told the Board that each year Alsip puts on a wonderful event throughout the building. Santa arrives in a helicopter, and the kids love it. Part of our deal to get the offices upstairs that we got was that we have to move out each year at this time. It is a one day event, but for SWSRA we have to start moving out one week in advance and then everything has to be put back together, so it is about a week or two that we are out of our offices. We were able to deliver brochures and find alternative things to do.

D. PUBLIC RELATIONS JOB DESCRIPTION (see attached)

Executive Director Chesna said that we had been talking about hiring a public relations and marketing position to help get the SWSRA name out there. Lori said that she collected job descriptions from various other SRA's. Janet Porter, the Executive Director of SSSRA, asked if we would be interested in job sharing a position that they have where the person works 20 hours a week for them. She sent me a copy of an agreement that was drafted by their attorney for this purpose. Janet also shared this agreement with Steve Kleinman. Lori said that she will continue to work on finding someone for this position.

E. SWSRA HOLIDAY APPRECIATION PARTY

Lori reported that only 23 people attended the party, and we had reserved for 28, so we had to pay for those plates. Senator Maloney came, and we presented him with the award thanking him for the AT&T Grant that we used to help purchase the new bus.

F. PROPOSED NEW SALARY RANGES

Lori distributed a copy of the salary ranges that she had emailed to the Board. Lori reviewed the proposed ranges with the Board. Director Suhs made a motion to set the proposed ranges as stated on page 1 at the bottom. Director Gleason seconded the motion. Director Leonard and Director Huber had some concerns about the salary range for the superintendent and questioned what figures had been used to arrive at this range. After more discussion, roll was called with all Directors voting yes. The motion passed 6—0.

G. PARENT'S CLUB

We decided to offer a "Parent's Club" rather than offer an Advisory Group. Director Dziallo came up with this idea, and we are offering it in January. We will get input that first night and then know what direction the group will be going. We are also going to offer babysitting simultaneously to get the parents to come out. Director Gleason asked that we let her know when that will be, and Erin informed her that it would be January 14th.

H. BROCHURE DELIVERY IDEA

Executive Director Chesna and Director Huber were brainstorming on how to increase SWSRA enrollment, especially in those areas where our numbers are so low. Currently we send our brochure by mail to all participants and anyone who has expressed interest in SWSRA. Then we drop off a quantity of brochures at all facilities and schools, etc. Alsip uses a delivery service and delivers to each home. If SWSRA did this, our cost would increase dramatically. We currently order 4,500 total brochures. Alsip delivers to 8,500 households in just that community. Maybe SWSRA could start with a pilot community and deliver to each household to see if we could reach those individuals. Director Cogan shared how Blue Island is currently handling their brochure distribution. The Board discussed pricing for this and the savings that it will produce as well as the various types of printing that can be used.

I. REGISTRATION FOR NATIONAL LEGISLATIVE FORUM ON PARKS & RECREATION

Lori advised the Board that she would be attending the National Legislative Forum in Washington DC. She is required to attend this annual meeting as a member of the Great Lakes Regional Council.

J. NEW FACILITY

Lori said that she is starting to investigate rental possibilities.

K. MEETING WITH SPECIAL EDUCATION COORDINATORS OF EISENHOWER COOPERATIVE

Dr. Susan Ireland from Eisenhower is allowing us to come in and speak about our programs for 10 or 15 minutes. They were hesitant to recommend SWSRA if they couldn't offer it to students out-of-district such as in Chicago Ridge and Worth. Lori explained that Worth is willing to pay the out-of-district rate which Dr. Ireland found encouraging. We had a couple of kids in day camp from Worth

L. JOB SHARING AGREEMENT

As discussed earlier, Lori will continue to work on this position. Director Huber said that the Board will wait to hear back. Lori said that she doesn't think there is anything for the board to approve at this point because there is no money involved and no approval is needed until she gets back to the Board with a position or a salary recommendation.

M. IAPD ACCEPTED SWSRA APPLICATION FOR ACCREDITATION

We just received the letter and our packet with all of the various agreements. There are standards that need to be met if we want to become Medicaid providers. One of the road blocks we have is that we need to have an adult day program that would run Monday through Friday 35 weeks per year. We're not there yet, but in order to get there, we have to do all of the puzzle pieces. We had to pay an additional \$400 fee to be accredited.

N. LOGO

Erin distributed copies of several logos from other SRA's that she had copied. Lori explained that SWSRA is looking to make our logo more identifiable than the current one which we started using in 2001. We'd like to get something more recognizable for who we are and what we do. Lori requested that if the Board came up with any logo ideas to please send them to her.

Director Leonard made a motion to accept the Executive Director's Report; seconded by Director DeBella. All Directors were in favor; none opposed.

ATTORNEY'S REPORT – None.

CORRESPONDENCE – None.

COMMITTEE REPORTS

A. RECREATION - No report.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Suhs to approve bills for the month of December, 2007 in the amount of \$13,645.91. Motion was seconded by Director DeBella. Director Huber questioned the amount of the legal retainer and Lori explained that we are still paying the same amount. Roll was called with all Directors voting yes. The motion passed 6—0.

C. PLANNING & POLICY – No report

D. PUBLIC RELATIONS - No report

OLD BUSINESS - None

NEW BUSINESS –

Lori said that she had attended a meeting last Friday for the U. S. Para Olympics who wants the SRA's to become clubs. Most of the directors were in attendance at that meeting. A week from now, the recreation staff will attend that meeting. It is for individuals with physical disabilities only

OPEN TO THE PUBLIC - None

ADJOURNMENT

Motion was made by Director Suhs to adjourn the meeting. Motion was seconded by Director Leonard. All Directors were in favor, none opposed. Meeting adjourned at 11:10 a.m.

Marge Cozzone, Corresponding Secretary

Mike Leonard, Corporate Secretary