

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING March 19, 2008

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 Palos Heights Recreation Department, Palos Heights, IL

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
ALSIP PARK DISTRICT	JEANNETTE HUBER (arrived late)
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
SUMMIT PARK DISTRICT	TOM SUHS
BLUE ISLAND PARK DISTRICT	AUSTIN SANDUSKY
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO

SWSRA STAFF PRESENT:

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

ABSENT

POSEN PARK DISTRICT	REPRESENTATIVE
JUSTICE PARK DISTRICT	CALI DEBELLA

ADDITIONS OR REVISIONS TO THE AGENDA:

N. Day Camp at Prairie Jr. High

CITIZENS TO BE HEARD –

Executive Director Chesna introduced Nancy DiGangi who works for SWSRA part time and is the mom of three children—two are participants in SWSRA programs. She is here as a MVCC student to observe our board meeting for an assignment.

Austin Sandusky was also introduced to the board and, in turn, everyone on the board introduced themselves.

APPROVAL OF MINUTES OF FEBRUARY 13, 2008

Motion made by Director Dziallo to approve Minutes of Regular Meeting held on February 13, 2008. Motion was seconded by Director Suhs. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Suhs. Director Leonard made a motion to approve the Treasurer's Report with a combined ending balance of \$67,860.37 plus the Certificates of Deposit. Director Suhs seconded the motion. Roll was called with all Directors voting yes. The motion carried, 5—0.

EXECUTIVE DIRECTOR'S REPORT

A. FEBRUARY HIGHLIGHTS

Executive Director Chesna reported that Disney's High School Musical on Ice which had to be rescheduled due to weather was combined with a Socialites program the next week, the Valentine Party and Valentine Dance were enjoyed by many participants as well as the Mardi Gras Mambo. Petland's Pet Therapy is always popular and we are continuing it on two different dates.

B. EMPLOYEE/VOLUNTEER OF THE MONTH

Executive Director Chesna announced that Ryan Cortez was named Employee of the Month. Lori said that Ryan stepped up to the plate during all our recent weather related cancellations of programs and staff coverage. Ryan has a good attitude and puts a lot of effort into her work.

C. PDRMA 2007 LOSS CONTROL AWARD

Lori advised that since SWSRA is accredited, we have a Level A rating. We have developed a safety incentive program to bring the safety award funds to the part time staff who helped us get that award. Their monetary award is based on their job responsibilities and is only given to staff who have been with us for a full year. Lori had provided the board with a spreadsheet indicating the award amounts and stated that we intend to keep the balance in a fund to purchase safety materials.

D. DECO GRANT

Executive Director Chesna had provided the board with a letter stating that SWSRA is in compliance with the requirements of the grant although we will still have to watch. Lori wants to have a sign put on the van, but plans to wait until it is warmer so it will dry properly. It may be called the Maloney Mobile!

E. LEGISLATIVE BREAKFAST

Lori reported that the breakfast was a success based on numbers—there were 40 to 50 in the room and 5 legislators in the audience. The subject was the OSLAD grants. Many of the park districts have applied and they have not been awarded these funds, and we were sending a message to release the funds.

F. MARKETING POSITION

Lori advised the board that we have received several responses to the newspaper advertisement we ran for this position. We will start interviewing in the near future.

G. PART TIME RECREATION SPECIALIST

The individual who we would like to hire for this position is trying to find someone for child care, but she hasn't found anyone yet. She will be located at the Summit Park District office, and Director Suhs said his board is in agreement for her to use the office and copier equipment. SWSRA will provide her with a laptop and a cell phone. We are anxious to fill this position.

H. PALOS BANK HALF MARATHON

- 3 South West Special Recreation Association
Minutes of Meeting
March 19, 2008

Executive Director Chesna reported that Erin attended the last meeting in her absence. Director Leonard said that there are about 2,000 runners registered and the first 1,500 will get a shirt. Lori said that SWSRA full-time staff are going to be really working hard for this event. The Spring Formal is May 2nd, and on May 3rd we will have a booth earlier before the big dinner later in the day. We have to be there at 5:00 a.m. on the day of the race, May 4th. We need around 300 to 400 volunteers. Lori started a Face Book account trying to recruit the younger audience.

I. SPRING FORMAL – FRIDAY MAY 2

Lori told the board that if they have never attended a SWSRA event, please attend this one. It is going to be at the Apollo Recreation Center. We are going to try to employ the Alsip maintenance crew to take the tables down. We are inviting all of the legislators. They have attended before, and it is a great photo opp for them. We have Pick-A-Prom Dress prior to the dance, so if you have any dresses from proms, weddings, etc., please give them to us.

J. BUDGET

Executive Director Chesna asked the board if they had any questions regarding the budget which she would like to get approved. Regarding the membership software, Lori explained that Marge has been researching some of the software that is available out there and visiting others who are using it. So far, nothing really stands out, but Lori has put a figure in the budget for this future purchase that is at the higher end of the range.

K. PACE UPDATE

Lori sent our attorney a copy of the additional agreement that PACE sent us regarding their option to trade our vehicle for another. Both Director Gleason and Director Leonard said that they haven't followed any directives from PACE, including the drug testing, and they haven't heard a word from them.

L. SPECIAL MEETING WITH IPRA FINANCE COMMITTEE & ITRS REPS

The ITRS Section was having questions about the ITRS budget—things that weren't getting done like checks, bills, etc. IPRA heard and acknowledged our concerns about staff and poor communication and has promised to work on improving the situation. The meeting was tense, but the board members kept things under control.

M. PR & MARKETING

On March 1st, SWSRA had a booth at the Alsip Chamber of Commerce Community Event which Nancy DiGangi worked. We had a lot of people make inquiries, and Nancy said that she talked to a lot of parents who didn't know that SWSRA existed. Lori said that the word is getting out there, and more people are recognizing who we are. On March 7th Director Huber and Lori went to S.D. 126 Education Foundation Big Game--the Fire and Police versus the Teachers. We sold raffle tickets. It was fun viewing the event and going out. On March 19th Director Suhs and Lori are going to meet with community leaders in Summit. On April 8th there is a meeting scheduled with Eisenhower special education coordinators.

N. DAY CAMP AT PRAIRIE JR. HIGH

Lori advised the board that day camp will be held at Prairie Jr. High. The Superintendent said that they are going to be doing some asbestos in one wing. It is a huge school, and it will be in a totally separate wing. Alsip Deputy Fire Chief Joe Schmidt assured us that it will not be a problem since they even have a separate ventilation system. Lori just wanted the board to be aware of this to be sure they were in

4 South West Special Recreation Association
Minutes of Meeting
March 19, 2008

agreement. Director Dziallo said that if we asked Joe and he said it would be okay then it shouldn't be a problem, but asked if we got that in writing. Director Suhs agreed that we should get it in a letter. Lori felt that the Superintendent would be willing to send a letter stating that will be okay, and she will ask him to do so.

Lori went to Washington, D. C. last week. They were supposed to meet with Representative Bobby Rush, but he had surgery so he wasn't there. Naturally Senator Obama wasn't there, but Senator Durbin was. The big message was the land and water conservation. The president wants to sweep that fund. All the legislators feel that it is a very important message.

Director Suhs made a motion to accept the Executive Director's Report; seconded by Director Dziallo. 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 March, 2008 in the amount of \$21,719.28. Motion was seconded by Alternate Director Austin Sandusky. 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 -

The Parent Support Group met in March. Suburban Access made a presentation that was very informative. The April meeting is scheduled on April 14th and Delaney Law firm will present on financial planning.

Director Leonard said that he felt the recent training that his staff received from Erin and Ryan was very beneficial. Director Huber suggested that member districts could have this be the focus of one of their monthly safety meetings. SWSRA is doing an inclusion training for all staff on Tuesday, March 25, at 2:45 p.m. at Apollo.

NEW BUSINESS

Director Suhs made a motion to approve the 2008-2009 Budget as presented. The motion was seconded by Director Leonard. Roll was called with all Directors voting yes. The motion passed 6—0.

OPEN TO THE PUBLIC - None

ADJOURNMENT

5 South West Special Recreation Association
Minutes of Meeting
March 19, 2008

Motion was made by Director Suhs to adjourn the meeting. Motion was seconded by Director Huber. All Directors were in favor, none opposed. Meeting adjourned at 11:15 a.m.

Marge Cozzone, Corresponding Secretary

Mike Leonard, Corporate Secretary