

SOUTHWEST SPECIAL RECREATION ASSOCIATION  
12521 SOUTH KOSTNER  
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

November 16, 2011

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:25 a.m. by Director Huber. The meeting was held at the Village of Merrionette Park, Merrionette Park, Illinois

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
ALSIP PARK DISTRICT	JEANNETTE HUBER
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO
SUMMIT PARK DISTRICT	TOM SUHS

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
DENISE IWINSKI	MARKETING COORDINATOR
WILL HELLING	RECREATION SPECIALIST

ABSENT:

BLUE ISLAND PARK DISTRICT	BOB MANTHEI
POSEN PARK DISTRICT	TJ WHITCOMB
JUSTICE PARK DISTRICT	LUIS FRANCO
WORTH PARK DISTRICT	CARLO CAPALBO
ERIN LYNCH	SUPERINTENDENT

ADDITIONS OR REVISIONS TO THE AGENDA – None.

CITIZENS TO BE HEARD – None.

APPROVAL OF MINUTES OF October 19, 2011

Motion made by Director Gleason to approve Minutes of the regularly scheduled meeting on October 19<sup>th</sup>. Motion was seconded by Director Dziallo. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Leonard. Director Gleason made a motion to approve the Treasurer's Report with a combined ending balance of \$179,266.64 plus the \$280,000 C/Ds. The motion was seconded by Director Dziallo. Roll was called with all directors voting yes. The motion carried 5—0.

EXECUTIVE DIRECTOR'S REPORT -

A. WALK, RUN OR ROLL ½ MILE RACE

Lori said that Denise did a generic flyer for this because the committee for the Half Marathon doesn't start until January 1<sup>st</sup>. We got this flyer out to group homes, etc. so that if they register by January, the cost is only \$7. We are hoping this will prompt them to register early. We had a committee meeting this week and discussed the way the event is run. We get our revenue from the runners who choose a drop down box to donate to the Walk, Run or Roll. We came up with the idea of hosting a luncheon with our group homes. We are looking to see if we could get more sponsors on our end, but not sure if Mel and Jeff would go for this. We distribute the money that we receive from this to all of the agencies who participate. We are thinking of giving tickets out to those who participate and then draw from a hat to see who would get the money. They started registration last week for the Half Marathon. We don't know if First Midwest is the sponsor again this year.

B. SWSRA FEED THE HUNGRY DANCE

Feed the Hungry Dance is coming up. We need each district to get food from their communities and to put out a box to collect this. Director Huber said that she is looking for a family name to give to a friend of hers. Lori said that she can get that for her. Lori is looking for a Santa suit. Director Gleason asked if the donations had to be strictly food or can it be Kleenex or paper goods? Lori went on to tell the board how this tradition was started by former employees of SWSRA many years ago.

C. RISK MANAGEMENT UPDATE

SWSRA's full-time staff attend this. Even part-time staff go on line now and complete classes from PDRMA. We feel confident that our staff is fully trained. Marge and Lori are working on the full-time policy manual. Director Capalbo has his almost done. He was working with Ancel Glink. We can compare ours and finalize it and present it to our attorney. We are still updating the safety manual. Lori is proud of everyone on the staff for keeping up with this. We plan to have a manual for seasonal staff and put it on a C/D. Director Gleason mentioned that at a recent conference program, they suggested a seasonal manual instead of the whole thing.

D. MARKETING/PR OPPORTUNITIES IN OUR MEMBER DISTRICTS

Lori asked that all member districts remember to include SWSRA in their special events. We may not be able to attend each and every one, but we will try our best to participate. For example, at the recent Alsip Halloween party, we distributed candy along with a copy of a flyer promoting our Eat and Earn Fundraiser at Beggar's Pizza.

E. JANUARY SUPPORT GROUP

The January Support Group is an open meeting, but we want to see it as a kick off to see what kind of subjects everyone is interested in. We are trying to get more people to attend.

Lori would like to see a copy of any master plan that a member district may have. She would also like to see any surveys they are utilizing. Lori has already asked Director Capalbo for this

F. DECEMBER MEETING: HOLIDAY LUNCHEON

In December we will have a recap of the 5-year plan that we are currently closing out on. We will have a luncheon after the meeting. Denise will create a power point presentation from the material I gave her.

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The December meeting is the **second** week of the month—December 14<sup>th</sup>—because the next week was too close to Christmas. The Chicago Director’s Group has a meeting on the 14<sup>th</sup> also, but Lori doesn’t think anyone participates. Let Lori know if this is a conflict.

ATTORNEY’S REPORT – None.

CORRESPONDENCE – The IAPD delegate paperwork and a proposed resolution from IPDLAF were received. WE will address this under New Business.

#### COMMITTEE REPORTS

A. RECREATION: Report previously distributed to the Board was presented by Will Helling in the absence of Erin Lynch.

#### B. APPROVAL OF BILLS

Motion was made by Director Gleason to approve bills for the month of October, 2011 in the amount of \$14,591.19. Motion was seconded by Director Huber. Roll was called with all directors voting yes. The motion carried 5—0.

#### C. PLANNING & POLICY

D. PUBLIC RELATIONS: Report previously distributed to the Board was presented by Denise Iwinski.

#### OLD BUSINESS

Lori talked about available real estate and retail space in the area that she had viewed recently.

SWSRA will be vacating its upstairs offices at Alsip the Wednesday before Thanksgiving so they can be used for the Santa’s Landing event on December 3<sup>rd</sup>. We will be moving back in on the Monday following the event. Director Huber inquired whether Lori had any touch up paint for these offices in case they need it. Lori will look into this.

Lori discussed the National Children’s Study that is being conducted by Northwestern and the University of Illinois which is focused on Alsip and Blue Island residents, among others. They sent out an email asking if professionals could come out and be videotaped answering five or six questions. Lori has agreed to do this tomorrow. The study involves children from pre-pregnancy through 21 years of age. It will help future generations to pinpoint where some of these things are coming from. This is information that correlates with what we do.

After the current 5-year plan is finalized, Lori would like a committee to be formed. Maybe Jeff Bobilik (sp?) could facilitate something like this at the Directors’ Group meeting. Design Perspectives charged us \$5,000. We were the first SRA that they did, and they weren’t really on target. Director Gleason commented that she had attended a very good workshop at the recent conference about surveys and how to put one together.

#### NEW BUSINESS

Director Gleason made a motion to approve the resolution recommended by IPDLAF which merges them with IIT. The motion was seconded by Director Suhs. Roll was called with all Directors voting yes. The motion passed 5—0.

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Director Suhs made a motion to appoint Lori Chesna as the first delegate and Director Huber as the second delegate at the upcoming IAPD meeting at conference. All Directors were in favor; none opposed.

ADJOURNMENT

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

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Marge Cozzone, Corresponding Secretary

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Luis Franco, Corporate Secretary