

SOUTHWEST SPECIAL RECREATION ASSOCIATION  
12521 SOUTH KOSTNER  
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

August 17, 2011

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:09 a.m. by Director Huber. The meeting was held at the SWSRA facility in Worth, IL.

Present at roll call were:

MIDLOTHIAN PARK DISTRICT

EVELYN GLEASON

JUSTICE PARK DISTRICT

LUIS FRANCO (arrived later)

PALOS HEIGHTS RECREATION DEPT.

MIKE LEONARD

ALSIP PARK DISTRICT

JEANNETTE HUBER

WORTH PARK DISTRICT

CARLO CAPALBO

POSEN PARK DISTRICT

TJ WHITCOMB

SWSRA STAFF PRESENT:

LORI CHESNA

EXECUTIVE DIRECTOR

MARGE COZZONE

BUSINESS MANAGER

ERIN LYNCH

SUPERINTENDENT

DENISE IWINSKI

MARKETING COORDINATOR

ABSENT:

BLUE ISLAND PARK DISTRICT

BOB MANTHEI

VILLAGE OF MERRIONETTE PARK

BRENDA DZIALLO

SUMMIT PARK DISTRICT

TOM SUHS

ADDITIONS OR REVISIONS TO THE AGENDA – Executive Director Chesna added:

F. Tax Credit

CITIZENS TO BE HEARD – None.

APPROVAL OF MINUTES OF July 20, 2011

Motion made by Director Leonard to approve Minutes of the regularly scheduled meeting on July 20<sup>th</sup>. Motion was seconded by Director Gleason. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Leonard. Director Capalbo made a motion to approve the Treasurer's Report with a combined ending balance of \$280,586.25 plus the \$280,000 C/Ds. The motion was seconded by Director Whitcomb. Roll was called with all directors voting yes. The motion carried 5—0.

EXECUTIVE DIRECTOR'S REPORT -

A. PDRMA (see attached)

Lori had sent the board a copy of the highly complimentary letter that Tim Lenac from PDRMA sent to us after his visit to day camp about the staff. Tim has been our risk management consultant for several years.

**B. DAY CAMP EVALUATIONS**

We sent out day camp evaluations to the parents/guardians of the participants and included a stamped, self-addressed envelope so they would send them back. We have received about seven so far which Lori distributed to the board to review. Mostly all of them rated us as “excellent.” Director Huber mentioned an idea that her superintendent had suggested whereby the kids had to bring back their evaluation in order to attend the final pool party. Director Leonard said that they used emails.

**C. LPGO GOLF OUTING**

Lori spoke to the nephew of Laura Kane, Kyle, who took over the golf outing for her this year. They already have 144 registered. Our staff will either golf or volunteer to work if needed. Director Leonard said that he was trying to get a foursome together. Lori told him to get it in soon while they still have room.

**D. 30<sup>TH</sup> ANNIVERSARY (REMINDER)**

Lori asked the board for their baskets for the 30<sup>th</sup> Anniversary. Both Director Huber and Director Leonard said that their staff is working on theirs. Director Gleason brought some wine to be used in the liquor baskets. Lori asked if it would be proper for her to ask other park districts for contributions. Most board members received their invitations, but weren’t sure about their board members or commissioners. Director Whitcomb said he will give us a post office box number that would be a better mailing address to use for them.

**E. SRA FUNDRAISING SURVEY (see attached)**

The board had been given a copy of a survey that Lori conducted of other SRAs asking if they had a Foundation along with various other questions. Lori was surprised at the results since a lot of them do have a Foundation. This is a big help in raising money. Director Leonard spoke about one foundation that he is familiar with and stated that you really need “power brokers” on the board of a foundation for it to be really successful in raising large amounts of money. Director Gleason commented that it is a lot easier for a 501©3 like SWSRA to get money because there are hundreds of grants out there for them. Park districts don’t have that same advantage.

**F. TAX CREDIT**

Executive Director Chesna advised the board that SWSRA will receive a tax credit for more than \$1,500. This is a medical insurance credit for small businesses that Marge Cozzone had looked into and talked to the auditors about. Marge filled out the necessary paperwork which the auditors will submit when they file. Lori gave Marge a special recognition for this.

**ATTORNEY’S REPORT** – Executive Director Chesna said that she is getting a frustrated with our attorney because he is not responding to her emails in a timely manner. Director Leonard suggested that she get a “read receipt” on her messages to see if and when they are received. Lori was inquiring about the compliance posters and asking to be notified when they need to be updated since we can download them ourselves without charge. Another attorney may be considered in the future. The board discussed retainers, and most said that they do not pay one and just pay as they utilize the attorney.

**CORRESPONDENCE** – Erin Lynch read a note from her aunt who was kind enough to send SWSRA a scholarship donation in the amount of \$250 and also buy \$50 worth of raffle tickets.

**COMMITTEE REPORTS**

**A. RECREATION:** Report previously distributed to the Board was presented by Erin Lynch.

**B. APPROVAL OF BILLS**

Motion was made by Director Gleason to approve bills for the month of July, 2011 in the amount of \$12,713.43. Motion was seconded by Director Capalbo. Roll was called with all directors voting yes. The motion carried 6—0.

**C. PLANNING & POLICY**

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

OLD BUSINESS - Executive Director Chesna spoke about the five-year plan which she has been reviewing to see what we have accomplished and some things that are not done. It is now almost time to have another five-year plan, but Lori said that she would not want to go with Design Perspectives again. Director Leonard agreed and said that we now have the template or outline for a five-year plan and could probably do it ourselves. Lori wants to explore what our member districts need in their communities so that we can focus on that. We have done things by trial and error to see what will work and what won't work as far as trying to increase enrollment, etc. Director Capalbo said that his district did their five-year plan themselves internally. Director Gleason said that the first five year plan SWSRA did was with Executive Service Corporation. Director Leonard said that he thinks the most important component is a survey. He thinks the response should be much greater this time around because there is increased awareness of who we are. Lori said that she is planning to have a power point presentation done regarding this by November or December.

NEW BUSINESS

SWSRA full time staff attended an "Emotional Intelligence" session earlier this week which was very beneficial and should provide better communication within our own agency.

Without being specific, Lori shared some information with the board about a part time employee and voiced her concern that we may need to address security in general, both at the Alsip offices and at the Worth building. Lori is looking into this.

Director Gleason mentioned that Midlothian Park District is having a Fitness Fair on August 27<sup>th</sup> from 10:00 a.m. to 2:00 p.m. at their Rec Center.

Director Whitcomb advised the Board that Posen is having a blood drive this coming Saturday at 14400 S. Campbell from 9 a.m. to 1 p.m. They are also hosting a circus on September 5<sup>th</sup> and having a community yard sale on September 17<sup>th</sup> which has had good attendance in the past. The fee is \$10 to be a seller.

Lori talked to Bob Manthei, the new Director at Blue Island, and he is very involved with a lot of projects at this time. It may be a while before he is able to get involved with SWSRA.

ADJOURNMENT

Motion was made by Director Gleason to adjourn the meeting. Motion was seconded by Director Leonard. All Directors were in favor; none opposed. Meeting adjourned at 11:00 a.m.

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Minutes of Meeting  
August 17, 2011