

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

July 20, 2011

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:05 a.m. by Director Huber. The meeting was held at the Summit Park District, Summit, IL.

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
JUSTICE PARK DISTRICT	LUIS FRANCO
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
ALSIP PARK DISTRICT	JEANNETTE HUBER
SUMMIT PARK DISTRICT	TOM SUHS

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
WORTH PARK DISTRICT	CARLO CAPALBO
POSEN PARK DISTRICT	TJ WHITCOMB
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO

ADDITIONS OR REVISIONS TO THE AGENDA - None

CITIZENS TO BE HEARD – None.

APPROVAL OF MINUTES OF June 15, 2011

Motion made by Director Suhs to approve Minutes of the regularly scheduled meeting on June 15th. 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 Suhs made a motion to approve the Treasurer's Report with a combined ending balance of \$348,580.05 plus the \$280,000 C/Ds. The motion was seconded by Director Gleason. Roll was called with all directors voting yes. The motion carried 5—0.

EXECUTIVE DIRECTOR'S REPORT -

A. DAY CAMP

Lori told the Board that Erin will be reporting on day camp, but that Lori wanted to express to the Board that we have great staff this year. Day camp has been going swimmingly well! This is the second year that Amy Biedron has been our Camp Director, and this year Amy, Will and Erin revamped our staff orientation materials to provide more in-depth training.

B. PDRMA ON-LINE TRAINING

This on-line training has solved a big problem for SWSRA; since it has always been difficult to get part-time staff to attend training meetings (many of them are students or hold full-time jobs). A lot of these courses are required in the loss control review that PDRMA will do in 2013. Lori made up a list of mandatory training sessions for each job category—full time, part time, drivers, etc. The training has been going well; and after each course is completed, the individual prints out a certificate of completion that is kept in their personnel file.

C. W.I.L.S. (WOMEN IN LEISURE SERVICE)

Lori attended a meeting that was organized by Jan Hincapie from Lincolnwood Park & Recreation Department to see if there was enough interest to start a chapter in Illinois. There were 25 women at the first meeting, and more members are being recruited.

D. NATIONAL CHILDREN'S STUDY-UPDATE

Lori talked about the informational meeting that SWSRA hosted along with Alsip Park District to promote awareness of this study. We invited our residents from Alsip and Blue Island, but, unfortunately, only one person attended. The speaker, Roger Knight, did give a presentation. They had a booth at the Alsip Fun Fest and will also attend National Night Out. We have tried to help by giving them a little space in our brochure, putting it on Facebook and our website and sending home flyers with day campers who live in Alsip or Blue Island.

E. ALSIP FUN FEST

SWSRA provided face painting for this activity, and Lori was asked to be a judge for "Alsip's Got Talent." Lori said that it was a lot of fun, but there were some really talented performers and it wasn't easy to choose just one.

F. NATIONAL NIGHT OUT

SWSRA is participating in this event which is sponsored by the Village of Alsip. SWSRA and Alsip Park District are sponsoring a truck, "Mr. Snowie," that will distribute free snow cones to everyone. We will also have an informational booth; and, hopefully, we will also sell some grand raffle tickets. Director Gleason has also asked SWSRA to participate in Midlothian's National Night Out which we will be happy to do if we are able.

G. DONATION REQUEST

Lori asked if any board members had brought any wine or liquor to contribute to the liquor basket we will be making for the 30th Anniversary. Lori said, if not, please bring it to the next meeting. In August we will also be looking for a donation of a kitchen gadget or a non-perishable food item so we can make up a food basket to raffle from the SWSRA Board.

H. SWSRA TEAM BUILDING

Lori is planning to enroll the full-time staff in a team-building seminar. The one she is considering is called "Dealing with Difficult People." Lori has some money in the budget that she will be saving since she is planning on sharing a room with Director Huber at the NRPA conference plus she will not be renting a car.

ATTORNEY'S REPORT – None

CORRESPONDENCE – None.

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 June, 2011 in the amount of \$24,724.37. Motion was seconded by Director Leonard. 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 - Executive Director Chesna questioned the board about her new contract and whether her health insurance is now to be paid for in full by SWSRA. She currently contributes 10% of the premium. Director Gleason said that it should be paid 100%. It was agreed that SWSRA will pay 100% of Lori's health insurance premium, and that she should be reimbursed for any payments she has made since May 1, 2011.

NEW BUSINESS

Director Suhs announced that Summit Park District is having a circus, with a total of 4 shows, on August 19th and 20th. Director Gleason announced that Midlothian is having a Fitness Fair on August 27th at the Rec Center and everything is free. Lifetime Sports who came to their day camp will be there. They only charged \$6 a person at the day camp.

ADJOURNMENT

Motion was made by Director Gleason to adjourn the meeting. Motion was seconded by Director Huber. All Directors were in favor; none opposed. Meeting adjourned at 10:40 a.m.

Marge Cozzone, Corresponding Secretary

Luis Franco, Corporate Secretary