

SOUTHWEST SPECIAL RECREATION ASSOCIATION  
12521 SOUTH KOSTNER  
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

June 15, 2011

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:00 a.m. by Director Huber. The meeting was held at the Posen Village Hall, Posen, IL.

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
WORTH PARK DISTRICT	CARLO CAPALBO
JUSTICE PARK DISTRICT	LUIS FRANCO
PALOS HEIGHTS RECREATION DEPT.	RYAN SPARROW
POSEN PARK DISTRICT	TJ WHITCOMB
ALSIP PARK DISTRICT	JEANNETTE HUBER
SUMMIT PARK DISTRICT	TOM SUHS
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO (arrived at 10:20 a.m.)

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
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ADDITIONS OR REVISIONS TO THE AGENDA - None

CITIZENS TO BE HEARD – Director Huber introduced Ryan Sparrow who is the new Assistant Director at Palos Heights Recreation Department. Each board member, in turn, introduced themselves.

APPROVAL OF MINUTES OF May 18, 2011

Motion made by Director Capalbo to approve Minutes of the regularly scheduled meeting on May 18<sup>th</sup>. Motion was seconded by Director Whitcomb. All Directors were in favor; none opposed.

APPROVAL OF TREASURER’S REPORT

The Treasurer’s Report was presented by Palos Heights alternate, Ryan Sparrow, in the absence of Director Leonard. Director Whitcomb made a motion to approve the Treasurer’s Report with a combined ending balance of \$312,309.62 plus the \$280,000 C/Ds. The motion was seconded by Director Gleason. Roll was called with all directors voting yes. The motion carried 7—0.

EXECUTIVE DIRECTOR'S REPORT -

A. NATIONWIDE RETIREMENT SOLUTIONS (NRS)

Lori advised that this company used to give a more personal service. We are bringing them out and have invited Alsip to join us. Lori will sign a plan sponsor form indicating that she has the authority to act on behalf of the plan to offer additional services to SWSRA employees to help them save for retirement.

B. OFFICE OF THE ATTORNEY GENERAL

To be in compliance, Lori took the annual test for the Open Meetings Act and the Freedom of Information Act. Marge will also take the test as her alternate.

C. LPGO GOLF OUTING (see flyer)

Lori asked the board to please spread the word about this golf outing to staff, friends and family. Please encourage them to attend. Our new alternate, Ryan Sparrow, is on a golf team and Lori asked him to invite them. Now that it is on a Saturday, it should be easier to attend; and the new location is supposed to be a wonderful golf course.

D. 30<sup>th</sup> ANNIVERSARY

We are really moving along on the preparations for this event. We all need to promote it, and we need the support of our member districts. This event is in lieu of our annual Candlelight Bowl when each district is asked to contribute a basket, so we are asking that you contribute a basket for this event instead. Each district has been assigned a theme to follow, but if you want to change your theme, that's fine—just let Lori know. Please list on your basket what the contents are and “donated by (name of each district).” We can also take your contents and make the basket for you if you prefer. We would also ask that each of you donate a bottle of wine or liquor; and if you share this with your staff, maybe they will donate something also. We want to have a liquor basket to raffle off because it sells raffle tickets. Please bring this to the July meeting. In August we will be asking for a non-perishable food item or kitchen gadget so we can make up a food basket from the SWSRA Board of Directors. Lori also told the Board that she is hopeful they are promoting the grand raffle tickets.

E. NATIONAL CHILDREN'S STUDY (NCS) (see insert)

SWSRA and Alsip Park District were asked to host an information meeting on Tuesday, June 21<sup>st</sup>, at 7:00 p.m. at Apollo about this study. Northwestern University and the University of Illinois at Chicago are conducting this study that will look at how our environment affects our children's health and development. They are hoping to collect information from 100,000 individuals from pre-natal to age 21. They are targeting 100 communities across the United States. They are starting out with 15 communities, including Alsip and Blue Island, and are looking for pregnant women who live in these communities. If they don't get enough response, they will add 15 more communities, etc.

F. 2010 AUDIT

We have our dates set for July. As always, Marge is preparing as many documents in advance as possible so that they will not have to spend too much time on site.

G. CREDIT CARD ACCEPTANCE

Credit card rates are all over the place, and Marge has narrowed down the company that we will use. We should be ready to train our staff on taking credit cards in the near future. We will create a policy

for the manual on this. In the beginning, we plan to take credit cards in person only based on advice from the credit card company's fraud department. Although we won't advertise phone or fax, we will accept these from existing clients who are known to us. It was suggested that if we do decide to do mail-in credit card acceptance, that we use a disclaimer.

Executive Director Chesna stated that she normally tries to plan her vacations around the dates of the board meeting, but the October board meeting is a conflict for her. She asked the board if this meeting could be rescheduled to October 26<sup>th</sup>, or if one of the staff should present her report. The board felt that it should be kept on the same date and have a staff member do it.

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 Whitcomb to approve bills for the month of May, 2011 in the amount of \$20,150.49. Motion was seconded by Director Gleason. Roll was called with all directors voting yes. The motion carried 8—0.

#### PLANNING & POLICY

C. PUBLIC RELATIONS: Report previously distributed to the Board was presented by Denise Iwinski. Director Dziallo and Director Franco told Denise that they did not get their raffle tickets.

OLD BUSINESS - None.

#### NEW BUSINESS

Jane Kawanna is no longer with the Blue Island Park District. Bob Manthei is the new Director. Director Whitcomb advised that he spoke with Bob Manthei who told him that he would be unable to attend today's meeting. He said that in the future it would be either himself or Chris Hobson (a commissioner) who would attend. Since Jane Kawanna had been the Corporate Secretary for SWSRA, the position is now vacant. Director Franco agreed to fill the slot.

Director Dziallo advised that she will not attend the July board meeting since she would not be able to arrive until quite late due to providing day camp transportation for her son and another camper.

#### ADJOURNMENT

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

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Minutes of Meeting  
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