

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

March 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 10:00 a.m. by Director Gleason. The meeting was held at the Midlothian Park District, Midlothian, IL.

Present at roll call were:

MIDLOTHIAN PARK DISTRICT
ALSIP PARK DISTRICT
SUMMIT PARK DISTRICT
WORTH PARK DISTRICT
BLUE ISLAND PARK DISTRICT
VILLAGE OF MERRIONETTE PARK

EVELYN GLEASON
MIKE BAIARDO (alternate)
TOM SUHS
CARLO CAPALBO
JANE KAWANNA (arrived later)
BRENDA DZIALLO

SWSRA STAFF PRESENT:

LORI CHESNA
MARGE COZZONE
ERIN LYNCH
DENISE IWINSKI

EXECUTIVE DIRECTOR
BUSINESS MANAGER
SUPERINTENDENT
MARKETING COORDINATOR

ABSENT:

POSEN PARK DISTRICT
JUSTICE PARK DISTRICT
PALOS HEIGHTS RECREATION DEPT.

TJ WHITCOMB
LUIS FRANCO
MIKE LEONARD

CITIZENS TO BE HEARD – Director Gleason introduced Bill Morrison from Eastern Illinois University who is currently doing an internship at Midlothian Park District. Everyone present introduced themselves.

APPROVAL OF MINUTES OF February 9, 2011

Motion made by Director Suhs to approve Minutes of the regularly scheduled meeting on February 9th. 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 Capalbo. Director Dziallo made a motion to approve the Treasurer's Report with a combined ending balance of \$204,307.51 plus the \$280,000 C/Ds. The motion was seconded by Director Baiardo. Roll was called with all directors voting yes. The motion carried 5—0.

EXECUTIVE DIRECTOR'S REPORT -

A. FIRST MIDWEST BANK SOUTHWEST HALF MARATHON

Lori talked about the progress of the registration and stated that there are currently over 1400 athletes registered, and they will cut it off at 2,000. Runners who pre-registered have already raised \$850 for the Walk, Run or Roll race. Will Helling is going to run as a charity runner. Mike Baiardo representing Alsip on this committee and his commitment to SWSRA has agreed to be in charge of volunteers again this year

B. WALK, RUN OR ROLL RACE

Lori advised that at a recent meeting it was decided to take away the age categories and give participation medals to all. We will have overall 1st, 2nd and 3rd place winners. Lori reviewed the different categories of participants: ambulatory, assisted devices, non-motorized wheelchairs and motorized wheelchairs. We have 6 registered for the Walk, Run or Roll along with 3 buddies which does not include any other SRAs. Denise has done a phenomenal job of putting together a web site for the 3 charities who are involved which is linked to the Half Marathon site. We will need all the volunteers we can get, so we hope that the board members, along with their staff, will come out to help.

C. SALARY SURVEY

SSPRPA and the SRAs each did a salary survey in 2010. Lori has given the board her salary proposals and ranges. Director Leonard called with some concerns. He would like to have a committee formed to discuss the salary ranges and also the subject of the SRA directors' evaluation format. Director Leonard doesn't feel that the director's salary is up to par with other SRAs. Lori pointed out that she is at the wall of the salary range, but doesn't want to be part of the discussion. The average raise, according to some research done by Director Huber, is 2.7%. Director Gleason said that Midlothian doesn't have a salary range and asked if other park districts had one. Most responded that they did not. Lori added that when she was doing the research on this, she found that most others didn't have a salary range.

D. PROPOSED SWSRA 2011-2012 BUDGET

Lori reviewed the proposed budget with the Board . She said that she didn't want to go over it line by line, but pointed out several pertinent points.

Lori reported that another concern that Director Leonard had raised with her was the amount expended on professional development. He feels that neither the PR/Marketing person nor the Recreation Specialist should attend the NRPA conference. He also feels that the Superintendent should have the choice of only one national conference and not two. Director Capalbo said that he is in agreement with Director Leonard on this point. Lori asked if anyone had any other questions. Director Leonard feels that the money would be better spent on the clients. Director Gleason disagreed and thinks that attending conferences is serving the clients. Director Gleason feels that one can get a lot more out of the national conference than the others. Lori said that if we can afford to take our staff to these conferences, it is a bonus for them and also for SWSRA when they learn new things. Director Suhs doesn't have a problem with it. He commented that our budget is healthy with plenty of leeway, and we only have two months left in our fiscal year.

Director Whitcomb had previously emailed Lori about the C/Ds and why they weren't included in the budget. Lori said that she has never included this reserve in our operating budget. Director Gleason said that she doesn't either, although she knows that some places do.

The salaries will be discussed separately. Director Gleason questioned the board as to whether this could be included in the contract committee's discussion in the interest of time, since that meeting is set for today and then a separate meeting or committee will not be necessary. Everyone was in agreement.

E. DIRECTOR'S CONTRACT

Executive Director Chesna stated that she has hired Rob Bush from Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C. who put together a contract for her that was presented to the committee. Lori let Steve Bloomberg know that the committee members will be dealing with him directly. Lori feels that an evaluation should be part of any contract that is agreed upon. Lori provided the Board with several samples of Director evaluations from other leading SRAs. The committee that was formed to discuss the director's contract is planning to meeting today after the board meeting. TJ Whitcomb was unable to attend today.

F. PARKS DAY AT THE CAPITOL & COMMUNITY LEADER BANQUET

Lori said that Erin Lynch will also be attending with her. Since Erin is president of SSPRPA, she is expected to attend this event and will speak on behalf of the members. Erin has had the full support of SWSRA behind her while she serves as president. Erin has had many tasks to accomplish for SSPRPA as president, and after that, she will be the past president which also will involve her time.

ATTORNEY'S REPORT – None.

CORRESPONDENCE – None.

COMMITTEE REPORTS

A. RECREATION: Report previously distributed to the Board was presented by Erin Lynch. Denise Iwinski was presented with an award for being February's Employee of the Month. Denise has been hard at work for SWSRA obtaining donations for the Heart's program and developing a charity runner website for the Half Marathon along with many other efforts for the 30th Anniversary Party. Director Dziallo hosted the last SWSRA Support Group Meeting, and was asked to run the April meeting also. Director Dziallo made a suggestion to get a meeting geared specifically towards autism (dealing with it, programs, facilities, web sites, etc.). Brenda said that this should not be for just children, but for adults also. Lori said that we will research this for the Support Group.

B. FINANCE

Approval of Bills

Motion was made by Director Kawanna to approve bills for the month of February, 2011 in the amount of \$18,866.81. Motion was seconded by Director Suhs. All Directors were in favor; none opposed.

C. PLANNING & POLICY

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

OLD BUSINESS -

Director Dziallo asked how long it takes the post office to deliver our brochure? She said that she didn't get her brochure until after the registration deadline, and she had to pay \$15 for the Walk, Run or Roll race because it

was after the deadline. Director Dziallo said that zip code 60803 goes through the Mt. Greenwood post office, goes downtown and then comes back. Director Gleason said that Midlothian got theirs right away. Marge said that the post office will tell you bulk mail takes anywhere from 10 days to 3 weeks. Lori said that the sample brochure we have mailed back to us hasn't arrived yet. When Lori met with Jim from Allegra, he suggested that we ask our member districts to allow us some room in their individual brochures. If you add a page or two to a 34-36 page brochure, the cost is the same. Director Suhs asked if they did consider adding 4 pages to their brochure for SWSRA, would we offset the additional cost. Lori responded that if there was any additional cost, the member district could use the money in their handicap fund for this purpose. Director Suhs thinks it would be a great idea, but it would be hard to coordinate the timing since SWSRA gets their brochure out a lot earlier than Summit. Someone suggested that if we put something on a member district's website, there would be no additional cost. Lori said that we will talk to each member district individually to see if they could spare us more room in their brochure. Director Kawanna stated that B Allan told them each page of a brochure costs approximately \$200.

NEW BUSINESS -

ADJOURNMENT

Motion was made by Director Capalbo to adjourn the meeting. Motion was seconded by Director Kawanna. All Directors were in favor; none opposed. Meeting adjourned at 11:03 a.m.

Marge Cozzone, Corresponding Secretary

Jane Kawanna, Corporate Secretary