

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

October 20, 2010

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 Gleason. The meeting was held at the Worth Park District, 11500 S. Beloit, Worth, Illinois

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
POSEN PARK DISTRICT	AL CHMIELAK
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
ALSIP PARK DISTRICT	JEANNETTE HUBER
WORTH PARK DISTRICT	CARLO CAPALBO
SUMMIT PARK DISTRICT	TOM SUHS
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO
JUSTICE PARK DISTRICT	LUIS FRANCO

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
ERIN LYNCH	SUPERINTENDENT
DENISE IWINSKI	MARKETING COORDINATOR

ABSENT:

BLUE ISLAND PARK DISTRICT	JANE KAWANNA
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ADDITIONS OR REVISIONS TO THE AGENDA:

- J. RESOLUTION FROM IAPD
- K. HEALTH INSURANCE
- L. VILLAGE OF CALUMET PARK

CITIZENS TO BE HEARD - None

APPROVAL OF MINUTES OF SEPTEMBER 23, 2010

Motion made by Director Capalbo to approve Minutes of Special Meeting held on September 23, 2010 (called due to the lack of a quorum at the regularly scheduled meeting on September 15th). 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 Leonard made a motion to approve the Treasurer's Report with a combined ending balance of \$28,932.92 plus the \$248,000 C/Ds. The motion was seconded by Director Huber. Director Gleason questioned the negative balance in the IPDLAF account. Marge Cozzone explained that Harris Bank (our new P-Card bank) had charged our IPDLAF account \$28,500 in error.

Although we caught the error, this, coupled with the late payment of a member district, caused much concern and inconvenience. Roll was called with all directors voting yes. The motion carried, 8—0.

EXECUTIVE DIRECTOR'S REPORT -

Executive Director Chesna thanked board members who had brought a raffle prize for the Candlelight Bowl. We continue to receive corporate donations. Our staff is working on getting donations and selling tickets also.

A. POSEN PARK DISTRICT KABOOM UPDATE

Lori and Denise have been sitting on conference calls on Wednesdays at 4 p.m. The team from Kaboom is very organized. SWSRA was asked to handle the youth and children that day. We thought that was perfect for us to have activities in our tent for them. The ribbon cutting will be at 2:30 p.m. The Executive Board will be VIPs. Director Whitcomb wants everyone to bring 4 or 5 people. The actual address is 143rd and Campbell in Posen. Al Chmliak from Posen proceeded to give the board an update on all of the plans.

B. POLICY MANUAL REVIEW

Our attorney, Tressler LLP, is looking through our manual and has been asked to make any recommendations by December. Our website has a section for employees, and they will be able to access the policy manual. A board member suggested that we have PDRMA look it over. Lori said that they want us to look at the corporate end, but we can take what PDRMA has and tweak it. They pointed out that our driving policy doesn't match our safety manual.

C. PAYROLL GLITCH

There was a "glitch" in our payroll direct deposit in September which caused the deposits to be a couple of days late. It all turned out fine, but we are still trying to determine the cause.

D. WWW.SWSRA.COM

We have been having on-going issues with our website which are currently being worked out.

E. 2009-2010 AUDIT

Lori asked the board to review the audit draft so we can get a final approval in November. Director Gleason asked if other directors get approval from their boards for their audits and said that she doesn't.

F. NRPA CONGRESS

Executive Director Chesna said that four staff members are going to the conference. They will be getting \$65 per diem for five days for expenses--\$22 per day cash and the rest will be charged to the P-Card with receipts.

G. KNIGHTS OF COLUMBUS FUNDRAISER

It was a beautiful day, but we only had a few volunteers. The liability with the traffic is a problem, and next year we are going to ask to set up a table at a nearby retailer.

H. CANDLELIGHT BOWL

Discussed earlier.

I. PALOS BANK SOUTHWEST HALF MARATHON IS NOW

“FIRST MIDWEST BANK SOUTHWEST HALF MARATHON” SCHEDULED FOR MAY 1, 2011

The Southwest Half Marathon was taken over by First Midwest Bank. Denise and I have really been pushing it a little more this year. We have set up planning meetings with Jeff and Mel. Denise has all three charities on a website. There is a question asking if you would like to be a charity runner as well as how to sign up and pick a charity. We are encouraging other SRAs to do it. They want us all to have holiday themed water tables along the way. SWSRA is going to have Easter and New Year’s Eve.

J. IAPD RESOLUTION

Executive Director Chesna presented a resolution naming SWSRA to be a voting member and listing delegates and alternates. Director Suhs made a motion to approve the delegates from SWSRA to the IAPD Conference. The motion was seconded by Director Leonard. All Directors were in favor; none opposed.

K. HEALTH INSURANCE

Lori informed the board that our insurance rates will be going up 10%. Lori met with our insurance representative, Frank Smith. He told her that some HMO plans will no longer be offered in our area. Blue Cross and Blue Shield as well as Humana will continue to do so this year. Our staff has the option of taking the HMO plan or choosing a PPO plan and paying additional. The board felt that Lori should stay with Blue Cross and Blue Shield since things will be changing rapidly in the next few years. Director Huber made a motion to accept the Blue Cross insurance premium rate quote as presented. The motion was seconded by Director Suhs. Roll was called with all directors voting yes. The motion carried, 8—0.

L. VILLAGE OF CALUMET PARK

A resident wants assistance at the next village board meeting and to perhaps have Lori make a presentation. Director Gleason said that we will have a hard time getting a village to “buy in.” There is also a Calumet Memorial Park District and if they are involved, it would be better. Director Leonard said to be sure that whatever town it is wasn’t already being served by a park district.

ATTORNEY’S REPORT - None.

CORRESPONDENCE – Copies of the PDRMA Pulse were distributed to the board.

COMMITTEE REPORTS

A. RECREATION - - Report previously distributed to Board was presented by Erin Lynch.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Huber to approve bills for the month of September, 2010 in the amount of \$19,248.52. Motion was seconded by Director Suhs. Roll was called with all Directors voting yes. The motion passed 8 —0.

C. PLANNING & POLICY - None.

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

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OLD BUSINESS – Regarding Workmen’s Compensation, we still have claims outstanding that will affect our rate for the next five years. Our one claim is currently at \$15,000. The employee has resigned of her own accord. We also had a “fender bender” for which we paid the \$1,000 deductible. There was no personal injury to property.

NEW BUSINESS - Lori inquired if anyone knew the Director of Bridgeview, Tom Landek, so we could approach him about SWSRA and the crossover of residency in the Justice after-school program.

ADJOURNMENT

Motion was made by Director Huber to adjourn the meeting. Motion was seconded by Director Capalbo. All Directors were in favor, none opposed. Meeting adjourned at 11:05 a.m.

Marge Cozzone, Corresponding Secretary

T.J. Whitcomb, Corporate Secretary