

SOUTHWEST SPECIAL RECREATION ASSOCIATION  
12521 SOUTH KOSTNER  
ALSIP, IL 60803

MINUTES OF REGULAR MEETING November 19, 2008
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CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:10 a.m. by Director Suhs. The meeting was held at the Posen Community Center, Posen, Illinois.

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
ALSIP PARK DISTRICT	JEANETTE HUBER
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
JUSTICE PARK DISTRICT	CALI DEBELLA
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO
SUMMIT PARK DISTRICT	TOM SUHS

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
LULA HERMOSILLO	OUTREACH SPECIALIST

ABSENT

POSEN PARK DISTRICT	REPRESENTATIVE
BLUE ISLAND PARK DISTRICT	REPRESENTATIVE

ADDITIONS OR REVISIONS TO THE AGENDA: None.

CITIZENS TO BE HEARD –

APPROVAL OF MINUTES OF OCTOBER 8, 2008

Motion made by Director Gleason to approve Minutes of Regular Meeting held on October 8, 2008. Motion was seconded by Director DeBella. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Leonard. Director Huber made a motion to approve the Treasurer's Report with a combined ending balance of \$154,123.31 plus the three certificates of deposit. The motion was seconded by Director DeBella. Executive Director Chesna explained that she has recently renewed the certificates of deposit. Since the insurance limit has been raised to \$250,000, Lori combined two of the certificates together for a six month period and left one at three months. Marge will reflect this on the next month's Treasurer's Report. Roll was called with all directors voting yes. The motion carried, 6—0.

EXECUTIVE DIRECTOR'S REPORT

A. OCTOBER HIGHLIGHTS

Executive Director Chesna reported that the 80's Dance was very successful. Let's Go to the Movies and Monster Bash were also well attended. Halloween Fun Night was the event scheduled in Summit. We had 20 registered and nobody showed up. Lula had purchased pumpkins and crafts and it was frustrating to have this happen. Ryan used some of them for another program. The Halloween Hip Hop was well attended.

Lori went on to report that we are trying to start an after-school program in Summit. Lori, Erin and Lula met with Superintendent Tom Dixie. The program will be held on Tuesdays and Thursdays after school for one hour. They will bus the children from the schools and bus them home. SWSRA will do this free as a partnership. We have advertised this, but it has been going on for two weeks now and no one has attended. There was a problem with the flyer because the computer translated the Spanish for Graves School to "tomb" school. We have had difficulty with the translation. The school has been good about working with Lula. We are targeting 20 to 30 kids, but they seem to be afraid to attend. Director Suhs suggested that we do a different flyer. We could send a letter home with the flyer. Lori is going to continue sending Ryan and Lula there just in case someone shows up. Director Suhs believes that it is going to take time to build the trust. Lula has talked to some of the teachers. We have been to the open house. They are working with us, but it is so frustrating. Director Gleason suggested that we work with the high school Spanish teachers to do translating, and Director Dziallo said that she knows someone with E.S.L. It is possible that the park district programs are seen as competition to their own after school programs, but that wouldn't be true for SWSRA's program.

B. EMPLOYEE/VOLUNTEER OF THE MONTH

Lori explained that Lula Hermosillo was invited to today's meeting to receive her award as the employee of the month. Unfortunately, our new newsletter announced it, so Lula read it and found out in advance! We are happy to have her working for us, and she has built relationships for us. We have picked the right person to be our Outreach Specialist.

C. MARILYN SUMMERS MEMORIAL FUND

Lori said that anyone who has been on the board for over 8 years knew who Marilyn was—our previous Business Manager prior to Marge. This is a fund that her family started, and money has been coming in periodically. It's been a great help and 100% will go to the Scholarship Fund.

The Paul Sandberg Scholarship Fund ran out of money. This fund was to be given solely to the residents of CILAs. Lori contacted the sister, and she did replenish the fund with another \$1,000. Lori intends to make one memorial page in the new brochure and put them all in it.

D. WORTH PARK DISTRICT

Executive Director Chesna reported that she has been frustrated working with Steve Bloomberg on these documents because it took her a month to get them. When she did receive them, they weren't what she had asked for and included a pilot program. After I complained, he seemed to get the documents to me quickly. When I need something, I want the documents right! Lori said that she may be shopping around for another attorney. Carlo Capalbo's board meeting is tonight. He said that everyone is 100% on board. We are very excited. We are planning our spring/summer programs, and they are included.

E. **MARKETING OPPORTUNITIES**

Lori likes to bring the board up to date so they can see that we are out in the communities. In October we did the Harvest Fest in Summit and the Resource Fair in Midlothian. On October 30<sup>th</sup>, we did a combined chamber event for Alsip, Blue Island, Crestwood and Palos Heights. We videotaped a 60 second commercial about our agencies which Jeanette starred in along with Mike Biardo and Lori. We also did an Open House in Summit on October 30<sup>th</sup>. Please let us know if you have anything coming up. We also took an ad in the 2008 Street Guide that is available in Alsip, but we were supposed to be listed by the park district under recreation and instead we were listed somewhere else. We also bought a banner that will hang by the street light in Alsip with our new logo. We are sending out a \$15 off discount coupon that the Alsip Chamber of Commerce will give to new residents.

Our Marketing Intern, Jenny Belter, is working on our web page. It will currently give a message that it is "under construction." Jennifer is very good on the computer and really knows her stuff.

B-Allan Graphics worked well with Denise Iwinski on the winter brochure. It all went pretty smoothly.

Marge Cozzone has been busy attending the Midlothian Chamber of Commerce meetings, and we will be joining the Blue Island and Palos Heights chambers as well. Lori will appoint staff to attend these.

F. **SWSRA STAFF/VOLUNTEER APPRECIATION PARTY**

Lori reported that everyone should mark their calendars for January 9<sup>th</sup>. Everyone will receive an invitation in the near future. This year we are going to have it after the holidays and invite the spouses, so we should get a bigger crowd. We hope you will all come.

G. **IPDLAF LIQUID ASSET FUND**

Lori discussed this under the Treasurer's Report.

H. We are working on our Day Camp program for 2009. We will be looking to add a camp in Summit. We are adding the Autism Camp in August. It will run for two weeks at an indoor facility. We are really reaching out and trying to serve different populations.

I. We submitted our day camp data to Larry Reiner, Director of NEDSRA, who will combine it with other SRA's info and submit it in an ad to be published in Parents Magazine that will reach a lot of people.

J. **AMERICAN CAMPING ACCREDITATION (ACA)**

Erin Lynch is applying to get SWSRA accredited by ACA. If you are a PDRMA member, it makes it easier because they are used to their standards. Director Suhs asked what the advantage was in doing this. Lori replied that they offer trainings, and it is a marketing tool to get more publicity. Director Huber said that it has been helpful for Alsip, and people like having that name behind you when they are leaving their child with you for 8 hours a day.

K. **CPR/FIRST AID TRAINING**

Lori explained that because we have a large turnover of staff, it's difficult for us to host regular classes. Lori is having Erin become certified so that she can host our own classes, either monthly or quarterly.

L. WALK, RUN OR ROLL RACE FOR INDIVIDUALS WITH SPECIAL NEEDS

Lori is working on a committee in conjunction with the Palos Heights Half Marathon. This is year 2 of that race, and the leaders suggested that we have a race for special needs individuals. It's a huge undertaking, and we are moving the date of our prom to be able to focus better on this event. The Star Newspaper has called us, and we have already been on cable TV. We need any help you can give us. Twenty nine SRAs are invited to participate. They will be benefitting equally from this particular race. It will be divided up. \$10 will cover T-shirts and medals. On all of the registrations, there will be an option to donate to our special needs, "Do you wish to donate to our Special Needs Race?" SWSRA will still get our \$5,000 from the regular race.

M. Drafts of the 2008 audit report were distributed to the board. Lori asked that the board review them and email any questions back to us so that the auditor can print the final copy. The auditor doesn't typically come out and present. Lori still needs to sit down and look through it. Someone questioned whether Posen had paid any member district contribution recently. Marge explained that they did pay something a few months ago, but it was applied to the previous year because they are one year behind. It was suggested that our attorney could send a letter which might urge them to pay. Lori stated that we serve zero participants in Posen, but that is not the criteria.

ATTORNEY'S REPORT

The board had received copies of correspondence from Tressler, Soderstrom, Maloney & Priess regarding the Alert on the Americans with Disabilities Amendments Act of 2008. Lori said that if you read through this, you will see that it is extremely loose. They want us to redo our policy manuals for our employees. The Act has been broadened to include new criteria and it could cover almost everything. Lori thinks this needs to be researched and discussed more.

The other correspondence is about the Fair and Accurate Credit Transactions Act (FACT) Compliance.

CORRESPONDENCE –

COMMITTEE REPORTS

A. RECREATION - No report.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Gleason to approve bills for the month of October, 2008 in the amount of \$24,051.41. Motion was seconded by Director Dziallo. Director Suhs said that he had a few questions. The first was to clarify who National City was. Marge responded that this was our Visa credit card. He also questioned the \$25 amount for keys paid to Alsip Park District. Marge explained that these were 8 master keys that had to be especially made. Director Suhs also asked what the \$300 Conference Per Diem amount represented. Lori answered that this was for 5 days at conference at \$60 per day. Roll was called with all Directors voting yes. The motion passed 6—0.

C. PLANNING & POLICY – No report

D. PUBLIC RELATIONS - No report

OLD BUSINESS -

Director Gleason advised that the Midlothian Park District member district payment check was in the mail.

Director Gleason asked if there was any new information about Blue Island's Director. Lori replied that the new director had left the park district after our last board meeting. Austin Sandosky has also left, and Director Huber stated that he had sent a resume to her and is seeking employment.

NEW BUSINESS -

Director Suhs addressed SWSRA's retention of \$300,000 and said that it bothers him. He feels that we are opening ourselves up to all the corporate tax objections—SWSRA is maintaining a \$300,000 balance and still accepting tax money. Director Gleason responded that they can't object to SWSRA because they are not a taxing body. Director Suhs said that he doesn't see SWSRA as a separate agency. Director Gleason said that they would not put the objection against SWSRA, but against the district. Director Suhs said that we should decide what we want to do, so we aren't asked why we are sitting on \$300,000. Lori responded that our original intent has always been to purchase a building, and that this is considered a "building fund." We have discussed the possibility of partnering with Alsip or another district to accomplish this. \$300,000 probably wouldn't even cover a roof over the place. Lori said that we are definitely heading down a path—it is not like we are saving for a rainy day. We are at full capacity and we need more room. Lori said that over the years she has been with SWSRA that fund has grown, hopefully out of good diligence, and trying to save for this. Director Suhs asked if we are looking to rent a facility currently to give us more space. Lori replied that we were, and that she had just passed a sign on a building on 123<sup>rd</sup> Street just two buildings away from Sertoma. She is going to look into this.

Director Gleason said that Midlothian is going on the ballot in April for a building expansion. Director Huber said that Alsip has been looking at doing something with SWSRA. Executive Director Chesna told Director Suhs that he is right—the money cannot just sit there and it is at an amount where we can start to be serious. Director Leonard suggested that now that Midlothian Park District is going to referendum maybe that would be the way to go. Lori said that she feels she would like to move away from ownership and think more about renting. Director Suhs said that these are all options, but that he feels we need to think about what to do in the interim. SWSRA should rent some office space or program space—it doesn't mean that you have to be married to it. Worth operates out of a school. Marge Cozzone brought up the presentation by attorney Richard Tarulis at the Legal Symposium that she had attended where Director Suhs was also present. The subject was joint construction and lease agreements between SRAs and Park Districts which is becoming popular. Lori said that with the additional revenue from the Worth Park District, it might be just what we need to pay the bills for a new venture. Director Leonard commented about the great space that Tri County SRA has. More discussion followed on how much money would be needed for renovations, etc. and what type of space was needed. Lori said that she will talk to Mary at the Alsip Chamber of Commerce who should have information about available buildings.

ADJOURNMENT

Motion was made by Director Leonard to adjourn the meeting. Motion was seconded by Director Suhs. All Directors were in favor, none opposed. Meeting adjourned at 11:15 a.m.

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Minutes of Meeting  
November 19, 2008