



**BOARD OF DIRECTORS - REGULAR MEETING MINUTES
SEPTEMBER 15, 2021 - 10:00 a.m.**

BLUE ISLAND PARK DISTRICT-12804 S. HIGHLAND AVENUE

I. CALL TO ORDER

The meeting was called to order at 10:03 a.m. by President, Director Huber.

II. ROLL CALL – PRESENT:

ALSIP PARK DISTRICT	JEANNETTE HUBER, PRESIDENT
POSEN PARK DISTRICT	T. J. WHITCOMB, VICE PRESIDENT
HICKORY HILLS PARK DISTRICT	JENNIFER FULLERTON, SECRETARY
PALOS HEIGHTS RECREATION DEPT.	MATT FAIRBANKS, TREASURER
MIDLOTHIAN PARK DISTRICT	DOMINIC EGIZIO
BLUE ISLAND PARK DISTRICT	OCTAVIO CARBAJAL

ROLL CALL - ABSENT:

VILLAGE OF MERRIONETTE PARK	MICHELLE HIGGINS
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PRESENT REMOTELY for discussion only; not part of any roll call:

WORTH PARK DISTRICT	ROBERT O'SHAUGHNESSY
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SWSRA TEAM- PRESENT:

NICOLETTE LAHMAN	EXECUTIVE DIRECTOR
DAWN KEHOE	BUSINESS MANAGER

III. VISITOR AND CITIZEN COMMENTS None

IV. ADMINISTRATIVE MATTERS/CONSENT AGENDA

- A. Minutes of the Regular Board Meeting – AUGUST 27, 2021
- B. Disbursements – AUGUST Totaling \$17,111.54
- C. Financial Reports – AUGUST - Treasurer’s Report and Income Statement
Motion made by Director Whitcomb, seconded by Director Fullerton to Approve the Consent Agenda as presented. Roll was called with Directors Huber, Whitcomb, Fullerton, Fairbanks, Egizio and Carbajal voting yes. Motion passed 6 – 0.

V. PRESIDENT’S REPORT

- A. Correspondence – None
- B. Public Recognition - None

VI. STAFF REPORTS

- A. Executive Director Report, Nicolette Lahman – Report was placed on file
 - A. August 2021 Donations/Sponsorships Received (**See attached**)
 - B. Recreation Report (**See attached**) – Nicolette added our Oasis program is doing well in-person and virtually.
 - C. Overview of Participation-Special Needs Carnival – Nicolette noted 69 pre-registered and a total of 83 attended that day. Director Fullerton gave her update and concerns with “All Around Amusement”. Director Whitcomb gave his update on using “Fantasy” for his carnival. Discussion began about Hickory Hills after school program and inclusion needs.
 - D. Grant Staff – Grant Writing Agency
 - E. Job Descriptions
 - F. Upcoming Events

B. Attorney Report – None

VII. OLD BUSINESS (*= Action or Approval Item)

A. Job Descriptions*

Nicolette stated they were all given to Legal Counsel to review and came back with some suggested verbiage to add. Discussion began. Plan is to finalize all job descriptions at next month's meeting and for Board Members to be given them earlier for review.

VIII. NEW BUSINESS (*=Action or Approval Item)

A. Grant Staff*

Nicolette stated this agency was used previously with Tammy Leonard as the Grant writer; but she has written back to SWSRA with different terms. Nicolette noted the terms guaranteed the cost of \$4,900 that covers 60 hours of their service that are to be paid up front. They are guaranteeing we will receive a minimum of \$15,000 in grants and if not raised the Grant Staff volunteers their time until it reaches that target amount. Discussion began. Board consensus suggested Nicolette talk with Tammy Leonard about the discussion/questions we have and obtain a formal contract/agreement to bring back to the Board for approval.

IX. BOARD OF DIRECTORS' COMMENTS

Director Egizio noted they are in the process of discussing a mandatory vaccine policy for all staff. Discussion began with others regarding this and the details with general public, vendors, religious beliefs etc.

Director Fullerton noted they have the following full time positions open for hire: Full Time Secretary, Full Time Maintenance, Rec Assistant and Maintenance Manager. Also, Preschool Teacher listed currently.

Director Whitcomb noted his Kaboom project upcoming- Playground Build at Commissioners Park.

Others noted their OSLAD Grant applications and discussion began about their processes and current status.

Director Huber noted they are still in the planning process in theory and concept right now to work with SWSRA to host a carnival that will benefit both agencies. They are looking into utilizing the Festival Grant to assist with getting this off the ground. Director Huber requested that any other agencies who have held carnivals, to forward the contact information to her.

Nicolette Lahman noted SWSRA will be having a drive by Santa Event at the Goy Center on December 15.

X. EXECUTIVE SESSION (if necessary)

XI. RECONVENE REGULAR MEETING

XII. ADJOURNMENT OF REGULAR MEETING

Motion made by Director Whitcomb, seconded by Director Fullerton to adjourn the regular meeting at 11:03 a.m. Motion passed by voice vote 6 – 0.

Dawn Kehoe, Corresponding Secretary

Jennifer Fullerton, Secretary