



**BOARD OF DIRECTORS - REGULAR MEETING MINUTES**

**JULY 21, 2021 - 10:00 a.m.**

**MIDLOTHIAN PARK DISTRICT-14500 S. KOSTNER AVENUE**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

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
WORTH PARK DISTRICT	ROBERT O'SHAUGHNESSY
MIDLOTHIAN PARK DISTRICT	DOMINIC EGIZIO
BLUE ISLAND PARK DISTRICT	OCTAVIO CARBAJAL

**ROLL CALL - ABSENT:**

VILLAGE OF MERRIONETTE PARK MICHELLE HIGGINS

**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 – JUNE 16, 2021
  - B. Disbursements – JUNE Totaling \$12,643.46
  - C. Financial Reports – JUNE - Treasurer’s Report and Income Statement
- Motion made by Director Fullerton, seconded by Director Whitcomb to Approve the Consent Agenda as presented. Roll was called with Directors Huber, Whitcomb, Fullerton, Fairbanks, O’Shaughnessy, Egizio, Carbajal voting yes. Motion passed 7 – 0.

**V. PRESIDENT’S REPORT**

- A. Correspondence – Director Huber welcomed Nicolette Lahman to her 1<sup>st</sup> Meeting as SWSRA’s Executive Director.
- B. Public Recognition - None

**VI. STAFF REPORTS**

- A. Recreation Report, Brittany Izzo  
Report was placed on file.
- B. Executive Director Report, Nicolette Lahman  
Director Whitcomb will notify IPRA to post Nicolette’s hiring and Director Huber has a write up to use if needed.
  - A. JUNE 2021 Donations/Sponsorships Received (**See attached**)
  - B. SAM (CAGE CODE) Expires July 15, 2021 – Nicolette noted this was completed.
  - C. FY21/22 Budget – Draft submitted 7/21/21 for Board Review (**See attached**)  
Board consensus - Nicolette and Dawn meet with Finance Committee to go thru the Budget draft as well as discuss any stipends. Also, Nicolette’s attendance at NRPA should be considered and included in the budget.
  - D. Staff salary/raises/stipend discussion - Board consensus - meet with Finance Committee to discuss amounts.
  - E. Proposed SWSRA Board Meeting location schedule (**See attached**) – **Needs approval\***  
Dawn to remind Director when meeting will be at their Agency to Post Agenda at their facility.

F. Job Descriptions – (***See attached) Board Review/Approval\****

Discussion began and suggestion was given all Board Members review and let Nicolette know your comments and or suggestions.

G. Upcoming Events:

Director Fullerton noted their Special Needs Carnival is August 26 and would like SWSRA there with a table from 3-5pm with PR literature “swag items” etc. if available.

C. Attorney Report – None

**VII. UNFINISHED BUSINESS (\*= Action or Approval Item)**

A. FY21/22 Budget\*

Motion made by Director Whitcomb, seconded by Director Egizio to Table the FY21/22 Budget until after the Finance Committee meets.

Motion passed by Voice Vote 7 – 0.

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

A. Proposed SWSRA Board Meeting location schedule\*

Motion made by Director Whitcomb, seconded by Director Egizio to approve Proposed SWSRA Board Meeting location schedule. Motion passed by Voice Vote 7 - 0.

B. Job Descriptions\*

Motion made by Director Whitcomb, seconded by Director Egizio to Table Job Descriptions for approval until next month’s meeting. Motion passed by Voice Vote 7 - 0.

**IX. BOARD OF DIRECTORS’ COMMENTS**

Director Fullerton stated she would like to know how many Hickory Hill residents have participated in SWSRA programs since joining our agency in 2018. Also, requesting SWSRA to strategize all possibilities on “marketing” SWSRA to her residents as she considers ending current agreement with Oak Lawn Park District for her residents.

Director Whitcomb noted Posen’s carnival opens tomorrow. Also, Kaboom Grant will be for a new playground at Commissioner’s Park.

Director Huber noted carnival to benefit SWSRA is still on the books for Year 2022;Swap A Rama allowing to use their grounds. Director Huber noted no update from last meeting on the Apollo Recreation Center expansion.

**X. EXECUTIVE SESSION (if necessary)**

**XI. RECONVENE REGULAR MEETING**

**XII. ADJOURNMENT OF REGULAR MEETING**

Motion made by Director Egizio, seconded by Director Fullerton to adjourn the regular session at 11:02 a.m.

Motion passed by voice vote 7 – 0.

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Dawn Kehoe, Corresponding Secretary

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Jennifer Fullerton, Secretary