



**BOARD OF DIRECTORS - REGULAR MEETING MINUTES  
NOVEMBER 17, 2021 - 10:03 a.m.**

**MIDLOTHIAN PARK DISTRICT- 14500 S. Kostner Ave., Midlothian**

**I. CALL TO ORDER**

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

**II. ROLL CALL – PRESENT:**

<b>VIA ZOOM - ALSIP PARK DISTRICT</b>	JEANNETTE HUBER, PRESIDENT
POSEN PARK DISTRICT	T. J. WHITCOMB, VICE PRESIDENT
HICKORY HILLS PARK DISTRICT	REPRESENTATIVE TAMMY MUTH
PALOS HEIGHTS RECREATION DEPT.	MATT FAIRBANKS, TREASURER
WORTH PARK DISTRICT	REPRESENTATIVE KELLY PEZDEK
MIDLOTHIAN PARK DISTRICT	DOMINIC EGIZIO

**ROLL CALL - ABSENT:**

BLUE ISLAND PARK DISTRICT	TEDDY RUTHENBERG
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 – OCTOBER 20, 2021
- B. Disbursements – OCTOBER Totaling \$24,671.72
- C. Financial Reports – OCTOBER - Treasurer’s Report and Income Statement  
Motion made by Director Egizio, seconded by Director Fairbanks to Approve the Consent Agenda as presented.  
Motion passed by Voice Vote 6 – 0.

**V. PRESIDENT’S REPORT**

- A. Correspondence – Director Huber noted that she and Nicolette have a Zoom meeting tomorrow with the Director of Business Development for Down Syndrome Sports of America to learn more about this agency.
- B. Public Recognition - None

**VI. STAFF REPORTS**

- A. Executive Director Report, Nicolette Lahman – Report was placed on file
  - A.** October 2021 Donations/Sponsorships Received (**See attached**)
  - B.** Grey lift van is live on auction site until 11/22/21 at 4PM ET. Currently listed at \$12,000.
  - C.** Recreation Report (**See attached**)
  - D.** Oasis – Oasis program will be relocated to the Worth Park District. Nicolette thanked Worth Park District for their generosity of program space at their park district.
  - E.** Proposals for Annual Audit (\*) (**See attached**) – RFP’s were presented. SWSRA’s current auditing contract was up for renewal. Discussion began among those districts currently using Illinois NFP Audit & Tax, LLP and their experiences with this firm were all positive comments. Per last meeting, it was asked if SRA’s have to complete and turn in an Annual Treasurer’s Report. Nicolette noted that it was confirmed from auditor that SWSRA was not required to complete and submit this report. This is due to SWSRA being a non-for-profit.

F. Cooperative Agreement with Lincoln Way Special Recreation Association – Cooperative Agreement was discussed for SWSRA and LWSRA. Terms and duration of agreement were discussed with the board such as what programs would fall under the cooperative agreement and how resident vs non-resident rates would be charged. Nicolette mentioned an opportunity to partner with LWSRA to host a free wheelchair basketball clinic. This has been done with two other SRA's and the long term goal would be for SWSRA to have their own league in the future. SSSRA will also be hosting a clinic. The date of the clinic will be in February or March of 2022. We would need to provide the gym space and staff to help. Nicolette asked Alsip, Midlothian or Palos Heights if they can check their availability for gym space for us to use. Director Huber noted February date would work best for Alsip based on their building expansion project. The goal would be for each SRA to have their own team in 3 years to play in this league.

G. Upcoming Events

H. Audit FY20/21

B. Attorney Report – None

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

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

A. Proposals for Annual Audit (\*)

Motion made by Director Egizio, seconded by Director Fairbanks to Approve the Proposal from Illinois NFP Audit and Tax, LLP as presented. Roll was called with Director Huber, Director Whitcomb, Tammy, Director Fairbanks, Kelly and Director Egizio voting Yes. Motion passed 6 – 0.

**IX. BOARD OF DIRECTORS' COMMENTS**

Director Egizio noted we should make sure to add to our Board Policy Manual a Remote attendance policy for Board Meetings.

Nicolette noted she did meet with Director O'Shaughnessy and Director Fairbanks regarding the Board Policy Manual and another item discussed to add was the Spending Cap requiring Board Approval.

Director Fairbanks noted the Chicagoland Directors Luncheon is scheduled for December 15 same date as SWSRA's Board Meeting. Based on this conflict it was decided to change the Board Meeting to December 8 at 10am with Palos Heights hosting and holiday lunch to follow.

Director Whitcomb extended his Thanks to the SWSRA team for volunteering on his Playground Build.

Director Huber noted potential Spring start date and a 7month time frame phasing it so we can still remain in the building. Also, considering to look to hire a construction management firm.

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

**XI. RECONVENE REGULAR MEETING**

**XII. ADJOURNMENT OF REGULAR MEETING**

Motion made by Director Egizio, seconded by Director Fairbanks to adjourn the regular meeting at 10:42 a.m. Motion passed by voice vote 6 – 0.

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Dawn Kehoe, Corresponding Secretary

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Jennifer Fullerton, Secretary