

**West Suburban Special Recreation Association**

May 14, 2019

Meeting of the Board of Directors

Held at: Park District of Oak Park Conservatory

615 Garfield, Oak Park 60304

**MINUTES**

I. Chairman Joe Modrich called the **meeting to order** at 4:05pm those present included:

Mike Sletten, River Forest Park District arrived 4:07  
Katherine Porreca, Park District of Oak Park  
Jackie Iovinelli, of Forest Park arrived 4:12  
Joe Modrich, Park District of Franklin Park  
Mark Sladek, North Berwyn Park District

Larry Banks, Clyde Park District  
Dennis Raleigh, Hawthorne Park District  
Jeff Janda, Berwyn Park District  
Ron Malchiodi, Village of Riverside  
Joe Zerillo, Village of Harwood Heights

**Excused Absence**

Village of Elmwood Park  
Village of North Riverside  
Norridge Park District

**Others in Attendance:**

WSSRA staff: Bob Foster, April Ryan, Annie Hart, Marianne Birko  
Foundation: Rocio Perez

II. Raleigh/Janda **moved to approve the agenda.** The motion was unanimously approved.

III. A. Janda/Raleigh **moved to approve the March 12, 2019 Regular Board Meeting minutes.** Roll call vote showed 8 yes votes and Zerillo abstained. The motion was approved.

IV. A. Janda/Raleigh **moved to accept the March & April 2019 Financial Report.** Roll call vote showed 9 yes votes the motion was approved.

B. Sletten/Banks **moved to authorize payroll, prepaid disbursements #38673 and ending with check #38738 and authorizes payment of March, April & May 2019 payroll and disbursements debit charges and cash transfers totaling \$282,567.64 and authorizes payment of May 2019 To-Be-Paid disbursements #38739 and ending with check #38759 disbursements debit charges and cash transfers totaling \$9,233.61 pending the availability of funds.** Roll call vote showed 9 yes votes. The motion was approved.

V. **Public Comment** –None

VI. **Under the Foundation Report Rocio Perez reported,**

Perez introduced herself as a Berwyn resident and shared her son has been a long-time user of WSSRA programs and stated WSSRA has been a very important part of their lives. Perez reported the Foundation is pleased with the numbers of the Derby Gala. The Foundation is estimated to have raised a combined silent & live auction \$8,050 with the auction+ cash donations and raffle. The overall profits are estimated to be the third highest ever for WSSRA & the Foundation raising nearly \$40,000 in net profits. It was a great day where guests enjoyed food, fun, racing and entertainment. The Foundation would like to extend a special thanks to each of the partners for their contributions to the Table Sponsors, Ad book, Silent Auction and attending the event. The success could not have been achieved without your support! But there is no rest as the Foundation is excited about the opportunity to hold its annual Fall fundraiser "Fallin For Our Stars" Casino Night on Friday, October 18 at the Cheney Mansion this year and is once again grateful to the Park District of Oak Park for giving the Foundation this opportunity. Beth Kaplan and Karen Mullarkey Kerrins are chairing the event. Foundation Committee members are hard at work finding just the right caterer, so guests will enjoy a special night of food, fun and Live Auction Entertainment. Please mark your

calendars and plan to attend one or both fun events. As mentioned the Foundation has had many long-standing members and we are about to say goodbye to two long time stakeholders, Margaret O'Rourke and Lisa Shanahan. We recently invited Kim Perry from the Village of Riverside to join us and have a few more interested folks whom we are considering. WE will keep you apprised of our success! Thank you for your continued support!

VII. **Under Committee Reports**

A. **No Committee reports**

VIII. **Unfinished Business**

A. **No Other**

IX. **Under New Business:**

A. **Presentation of 2018 Audit by Lauterbach & Amen** Ron Amen presented the 2018 annual audit completed by his firm, Lauterbach & Amen, LLP. Amen reported the firm has found WSSRA staff to be attentive and gave a positive report on WSSRA's current financial standing. He stated that WSSRA had a "Clean" audit report which is the highest ranking you can receive. There were no questions asked. **2018 Audit will be approved at the July 9<sup>th</sup> board meeting.**

B. **Retirement Resolution #2019-03 Janda/Raleigh motioned to approve, and Raleigh seconded Resolution 2019-03** recognizing Robert Foster for his retirement and for his dedication and support of WSSRA for the last 39 years as a full-time employee. The Roll call vote showed 10 yes votes. The motion was approved.

X. **Under Correspondence-** No comments

XI. **Under Board Reports** Janda reported the **Berwyn Park District's** Proksa Park bathroom renovations are nearly complete along with the tot lot. Adult soccer starts next week as well as the pay it forward program. **Zerillo reported the Village of Harwood Heights** hired their first Recreation Center Director. While he gets acclimated they are busy selling facility memberships and developing their recreation programs for their new Recreation Center. The Mayor and Trustees recently returned from Springfield where they discussed with Legislators the need for funds for program development. **Porreca reported the Park District of Oak Park's** summer registration is underway. The diving tower at Rehm, which was installed in 1966 was removed due to its deteriorating conditions, both pools are filled and RCRC will host guard training on Thursday, May 16<sup>th</sup>. PDOP received OSLAD and are executing the contract for Stevenson Park with construction beginning in July. Movies in the Parks begin on Saturday, May 18<sup>th</sup>, Day in Our Village will occur on Sunday, June 2<sup>nd</sup> and will be held at Scoville and Mills Park. PDOP is replacing its registration software (Rec Trac) with Amilia in December and received a \$577,800 grant from IL Clean Energy Community Foundation for Carroll Center Expansion. The facility will be net positive energy. The Conservatory will host a ribbon cutting on June 22<sup>nd</sup> for the sustainability grant and a celebration for the Conservatory's 90<sup>th</sup> Birthday. **Malchiodi reported for the Village of Riverside** is hosting the Arts weekend, a juried art show in collaboration with the Riverside Arts Center. They are hosting the Riverside Ride on June 8<sup>th</sup> and Fishing Derby on June 9<sup>th</sup>. This will also kick off the Health & Wellness 150-mile club where participants will track their miles and be recognized at their 150-year Anniversary celebration in Fall. The Recreation department is taking over the before & afterschool care program through District 96. This allows them to hire an additional full-time staff! **Iovinelli reported the Park District of Forest Park's** pool is filled and summer staff training has begun. They are celebrating the Roos Recreation Center's one-year anniversary with 2700 members! Their concessions are open and softball season has started. They recently hired an Administrative Assistant as well. They also received the "Pathways to the Park" grant and the Fitness Court installation is nearly complete ready for a June 1<sup>st</sup> launch! **Sladek reported North Berwyn Park District** had 1850 participants in their Easter Egg Hunt & Easter parade. June 1<sup>st</sup> they will be completing the upgrades to the "Mothers on a Mission" playground, plans are underway for the June 19<sup>th</sup> Golf outing

at White Pines Golf Course and registration is open for the August 18<sup>th</sup> 5k Run. **Banks reported the Clyde Park District's** clean up weekend on had over 200 youth participating and enjoyed over 450 burgers after the work was completed. They too are getting ready for summer and their soccer program continues to have a huge participation! **Raleigh reported the Hawthorne Park District** is busy getting the pool ready for the summer opening. Softball has started with 8 teams participating. The Town of Cicero hosted the Cinco De Mayo festival along with a city-wide soccer tournament of which Hawthorne Park District beat Clyde Park District 3 – 1 bringing home the trophy! Raleigh announced the merger discussions have begun again and he plans his retirement as of August 31, 2019. **Sletten reported the River Forest Park District** has two new board members, they have hired Cardigan Clark to complete the collaborative feasibility study on a 20-million-dollar fitness facility and June 17 they will resume discussions on the synthetic fields. **Modrich reported the Park District of Franklin Park** is in final preparations of the May 17<sup>th</sup> Ice Show. The Girls/Women's locker room is officially completed, and the Community Center renovations are coming close to completion.

XII. **Executive Director's Report- Birko Reported**

- A. **Derby Gala 2019** Another great day at the track! We had 170 guests, Senator Harmon, President Skip Saviano as Master of ceremonies and Representatives Ford, Lilly and Hernandez joined us for the day! Our guests had a great time bidding on some amazing auction items and Wheel spins and Luck of the Draw prizes. Although our revenue is lower this year they are the 3<sup>rd</sup> highest of the 18 years running the event. With an expected \$40,000 net profit we are pleased with the results. A final report will be given in July. Thanks to all of you for your sponsorships, Table, Ad's, donations and your attendance. It is truly a team effort! All feedback is welcome.
- B. **WSSRA accepts Town of Cicero grant** Emilio Cundari, Cicero Town Assessor, Fran Reitz, Cicero Town Collector, John Cava, Town Trustee & Larry Banks, Town Trustee & WSSRA Board member presented a check for \$25,000 for WSSRA day camp scholarships. WSSRA has received a check from the Town since 2001 which has provided scholarships for hundreds of children. We are truly grateful for their support.
- C. **Staff attends Legislative Conference** Birko attended the Legislative conference in Springfield April 30 - May 1. Visited all 15 legislators and had face time with Representative McAuliffe, Welch and Willis. None of the other Senators & Representatives were available. Birko coordinated a dinner with the Park District of Forest Park, Park District of Franklin Park & Berwyn Park District staff. Jack Hayes and John from Frederick Quinn corporation joined us as well. It's a busy time in Springfield with lots of anticipation of what the next few weeks will bring in legislative decisions.
- D. **WSSRF Update** WSSRF currently has 15 Board members of which 11 are currently active contributing members. Our Board Chairman, Margaret O'Rourke and Treasurer, Lisa Shanahan are both resigning after a 20-year commitment to the Foundation. We will be recognizing them at a special dinner soon to thank them for all they have contributed all these years. I have secured a new Foundation member Kim Perry from the Village of Riverside and have two more possibilities.
- E. **Staff Transition Update** As you have been aware WSSRA has been cross training with Bob Foster as we prepare for his departure. WSSRA has promoted Carla Pakenas to Staff Manager and hired Sylvia Dobbins to replace her as a Recreation Specialist. We are also hosting Taylor Rook as a summer intern from University of Iowa.
- F. **Annual Visits** Birko has begun her 2019 Annual visits tour presenting highlights of 2018. Presentations began with the Park District of Oak Park on March 21. Book your date now for this year!
- G. **Staff Report: Prepared by Annie Hart, Superintendent of Recreation**
1. **Programs** Spring season wraps up on May 19<sup>th</sup> with a few make-ups the following week. Spring Special Olympics competitions have been completed with 6 athletes making it to the Summer Games at ISU on June 7<sup>th</sup> – 9<sup>th</sup>. 3 power lifters, 1 swimmer, and 2 track and field athletes.

2. **WSSRA Day Camp** 139 participants are registered for day camp and Community Cruisers. We currently have 63 participants signed up for Extended Day Camp. Camp begins June 17<sup>th</sup>. Our staff orientation 11<sup>th</sup> – 13<sup>th</sup>. Our Program Manager, Carlos, is working to fill a few more staff roles.
  3. **STAFF** WSSRA is transitioning several staff into new roles. Carla Pakenas is being promoted from Recreation Specialist to Staff Manager. Carla is working closely with April Ryan, to get ready for summer staffing and summer trainings. We've also hired 2 new Recreation Specialists; Mia Leyba and Sylvia Dobbins. In addition, we have a summer intern, Taylor Rook starting May 13<sup>th</sup>. Annie has been working closely with Bob to prepare for his retirement May 29<sup>th</sup>.
  4. **Inclusion** We currently are serving 52 participants inclusively in 62 programs in the spring season. Inclusion Manager, Chris Sturm, has been busy scheduling trainings with our partner day camp orientations. Chris currently has trainings scheduled at Norridge, Elmwood Park, Clyde, Forest Park, River Forest, Riverside, North Riverside, Franklin Park, Berwyn, and North Berwyn. Recreation Specialist, Mia and Part-time staff Sheila Donoghue will be helping Chris out this summer supporting WSSRA's Inclusion programs. Chris has reported approximately 50 participants signed up so far for summer inclusive programming.
- I. **Staff Report: Bob Foster's LAST REPORT, Superintendent of Safety and Operations.**
    1. **Training** I attended the Employers Benefits Conference put on Robbins Schwartz. I also trained the new Specialist, Mia, on Personnel Policies, and Safety as well as trained 2 new Part Time Supervisors on driving.
    2. **Transition** Annie and I have been working closely to complete all the transitions that need to be complete before May 29. We are about finished.
  - J. **Other Modrich reported updates on the pending Legalization of Cannabis**

Asked the board to continue to be vigilant in their discussions with their legislators about the negative impact of the legalization of Cannabis. Noting that we as a profession are not prepared for the fall out that will come from this legislation. The stats are alarming as to the negative impact on our youth as proven by what has taken place in states such as Colorado and California and others who have legalized it.

XIII. Stetten/Janda **moved to adjourn** the meeting at 4:54pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko  
Executive Director  
mb/ May 19 minutes