

West Suburban Special Recreation Association

May 14, 2024

Village of North Riverside

2401 Des Plaines, Riverside, IL

MINUTES

I. Chairperson Ron Malchiodi called the meeting to order at 4:03pm those present included:

Jan Arnold Park District of Oak Park
Jackie Iovinelli, Park District of Forest Park
Dan LoCascio, Park District of Franklin Pk 4.05pm
Ron Malchiodi, Village of Riverside
Colleen Broderick, Village of North Riverside
Ted Gruber, Village of Elmwood Park **remote**

Anna Wegrecki, Village of Harwood Heights
Michael Sletten, River Forest Park District, 4:06pm
Cathy Fallon, Berwyn Park District
Angel Avalos, North Berwyn Park District **remote**
Annemarie Flaherty, Norridge Park District
Greg Stanczyk, Veterans Park District

Others in Attendance: WSSRA staff: Annie Hart, April Michalski, Marianne Birko,

Approval of Remote Attendees meeting Qualifying Event: Arnold/Fallon motioned to approve, roll call vote resulted in unanimous approval

- II. **Approval of Agenda Iovinelli/Arnold motioned to approve the agenda. A roll call vote resulted in unanimous approval**
III. **Approval of the Consent Agenda Iovinelli/Fallon motioned to approve the Consent Agenda including the March 12, 2024, Minutes, March and April Financial reports and Pre-paid Disbursements for March, April & May 2024 and To Be Paid for May 2024. Roll call vote showed 12 yes votes and the motion was approved.**

IV. No Public Comment

- V. **Under the Foundation Estvanik reported the Foundation is busy celebrating a busy two months of successful events: 2024 Family Bowl-a-thon took place on Saturday, April 20, 2024. It will be held at the Circle Lanes in Forest Park from 1:45 – 3:30 coinciding with the WSSRA Saturday Bowling programs and raised \$3,423 in profits. 2024 Derby Gala The Foundation has also been busy preparing for the 2024 Derby Gala held on Saturday, May 4, 2024 at D'Agostino's in River Grove from 4 – 7:00pm. As noted in your packet the WSSRA/WSSRF raised \$40,000 in profits. A special thanks for your Ad Sponsors, Gold, Silver & Bronze Sponsorships and of course your many donations to the Silent Auction and for those who came to the event! It was a lively supportive crowd. Thank you for being a part of it! The funds raised will support our participants and help reduce the dependency on the partner shares. A win, win for all! WSSRA hiring assistance The Foundation is committed to supporting WSSRA in their search for staff for programs and summer day camp. Staff have been invited to present to various parent groups to help get the word out about WSSRA programs and staff support. WSSRF once again thanks you for your continued support throughout the year! Our next scheduled event will be the 2024 Fallin For Our Stars Casino night event scheduled for Friday, November 8, 2024. Plan to be there!**

VI. Under Committee Reports

- A. **Policy Committee Chairperson LoCascio** thanked the Committee for their work to present the updated Personnel Policy Manual. He reported the Committee met April 12th via Zoom to review the comments shared at the March 12th board meeting and made updates accordingly. The additional changes are highlighted in your materials and will be reviewed later in the meeting.
B. **No Other**

VII. Unfinished Business

- A. **Park District of Forest Park Building Updates** Iovinelli reported the Park District of Forest Park and WSSRA received formal notice from School District #91 that they will not accept the proposal for leasing the Grant-White School. They confirmed they are looking for a short-term lease. The Park District of Forest Park has moved on and interviewed and received three proposals for schematics for the possible #20,000 square foot addition to the Roos Center. PDFOP is trying to exhaust all options that will not cost taxpayers. Iovinelli reported that while in Springfield, Iovinelli, Birko, Hart, Murphy and Commissioner Lyons had a great meeting with Speaker Welch and asked for 5 million who agreed this dollar amount was doable. She reported she was hoping to get a written confirmation soon. Arnold asked what the building would include. Iovinelli reiterated the 20,000 SQF building would include office space for WSSRA and an additional 14,000 SQF in new programming space for the PDFOP. Arnold asked what WSSRA's financial commitment would be and both Birko and Iovinelli confirmed that WSSRA was interested in a long-term

lease agreement due to the funding commitment from Senate President Harmon. Sletten asked if Senate President Harmon knows it is part of a lease agreement? Iovinelli and Birko confirmed that yes, he knew but will confirm it in writing once this was formalized with the WSSRA and Park District of Forest Park Boards.

B. Approval of WSSRA Personnel Policy Manual Updates

Birko reviewed the WSSRA Personnel Policy updates based on the updates from the March 12, 2024 Board meeting and cross-referencing it with the PDRMA manual as a template. **Broderick/Wegrecki motioned to approve and accept the updates to the WSSRA Personnel Policy Manual as presented. Roll call vote showed 12 yes votes and the motion was approved.**

C. No Other

VIII. Under New Business

A. Presentation of the 2023 Audit by Lauterbach & Amen Hannah Cullerton the 2023 Auditor Manager for Lauterbach & Amen presented highlights of the 2023 audit and shared WSSRA was given an unmodified opinion, which is equal to a clean opinion and is the highest opinion that can be given! That means that the financials were presently fairly in all material respects! There were no questions from the board. Each partner was given a bound copy of the audit and Management letter. The board will Vote to approve at the July 2024 meeting.

B. Approval of Summer Transportation RE-Bid Hart shared WSSRA reposted the Summer day camp transportation bid for one -year. Four bids came in as noted and of the four companies WSSRA has worked with Richlee and First Student. Richlee is the lowest bidder and WSSRA recommends moving forward with their bid. **Iovinelli/Broderick motioned the WSSRA Board of Directors accepts the Transportation bid from Richlee Vans Inc.as the lowest bidder and that WSSRA has an established relationship with this company. Roll call vote showed 12 yes votes and the motion was approved.**

C. Park District of Franklin Park ADA Fund Use Acknowledgement Park District of Franklin Park is informed the WSSRA Board of Directors of their use of \$16,539 from their ADA Account for ADA improvements to the North Park entrance doors and Ice Arena entrance doors. Per the WSSRA policy the Park District of Franklin Park received an acknowledgement by the WSSRA Board of Directors.

D. No Other

IX. Under Correspondence No Comments

X. Under Board Reports **Wegrecki reported the Village of Harwood Heights Village** wide garage sale is June 21 – 23, Village Fest & Carnival is August 1 – 4, and they will be participating in National Night Out at Norridge Park on August 6th. **Arnold reported the Park District of Oak Park** is working on the 5-year Master plan, the meeting this Thursday invites you to participate in the collaborative opportunities. The Rehm pool bid will be awarded at this Thursdays meeting. This Friday kicks off the Movies in the Park summer series, Concerts in the park begin in June, Lifeguard training has begun for the 120 lifeguards that have been hired. The largest number hired ever. They are ready to open Rehm pool on Saturday, May 25th. And Summer camps are looking great and lastly, they will be celebrating the CRC 1 year Anniversary on May 21st. **Flaherty reported the Norridge Park District** pool project is ongoing and they will know in a matter of weeks the targeted Opening Day! They are putting the finishing touches on the outdoor courts project which includes tennis, basketball, and pickleball courts. They are also currently making improvements to their lobby and camps and concerts in the park are ready to go! **Iovinelli reported the Park District of Forest Park “Where every day is a walk in the Park!”** is excited for the Opening of Reiger Park, the first of their OSLAD grant parks this Friday at 5:00pm. Next, construction starts on Remembrance Park, another OSLAD grant funded project. It will include a splash pad, Bocce court and playground. The pool is ready for the opening Memorial Day weekend. All of the pumps and pipes have been tested and are working great! Camps are ready for a roll out but unfortunately, they still have a wait list of 50 kids due to a lack of space. **Broderick reported the Village of North Riverside** is busy getting ready for camp and staff training, they are hosting a family campout June 7 and Flea Market Jun 9, the Mayors Golf outing is June 10, and their outdoor concerts start July 4th **LoCascio reported the Park District of Franklin Park** is starting this summer to take over the hiring our own Inclusion Aides for camp. They recently hosted a color run and had over 220 in attendance! They are hosting their 50th anniversary ice show is this weekend and will have a formal 50th year celebration of the ice arena in September. They are working with Williams Architects to renovate their service center. They are looking into purchasing solar panels for all facilities going forward and of course they too are gearing up for summer. **Sletten reported the River Forest Park District** is working on the Master Plan and reviewing their options for Keystone Park which includes discussions of a gymnasium and closing off Keystone street. They just put out an RFP for the Priory

Park Project which includes a Splash Pad. They are finalizing their agreement with Dominican to build a synthetic turf field that will be home to the Dominican's Women's Softball team of which they will have access. **Fallon reported the Berwyn Park District** is excited that the first 3 weeks of summer camp are full. They too are getting ready for summer events and programs. They are hosting their Touch – A-Touch event tomorrow, May 15. They will also be hosting a New Fiesta de Verano event on June 22. **Stanczyk reported the Veterans Park District** will host their Day Camp and Aquatics training starting next week. They are expecting a spike in their summer camp registration in the next coming weeks. This year they are offering a Counselor In Training; CIT program looking at an opportunity to train future leaders! Their pre-school graduation is next week and will have 18 graduates. They are also preparing for the upcoming summer events including movies in the park, music & movie night combo nights and their concert series starts in August. **Gruber reported the Village of Elmwood Park** ended basketball and the Parks and Recreation department has taken over all Village Special Events including Taste of Elmwood Park and Sip and Stroll. They are once again busy repairing pool leaks and plan to fix them in September along with adding a new boiler. They are making some changes with camp this year, offering 7 weeks of camp with no extended camp. In addition they are hiring more teachers to be the supervisors. This summer they are hosting 180 Bocce teams and hosting a Saturday morning league too. **Avalos reported for the North Berwyn Park District** hosted the Annual "Best of Berwyn" event recognizing the top 8th graders of Berwyn for their focus on family, school and their work supporting their community. It was well attended by the students, families and community supporters including WSSRA. NBPD is currently accepting registration for camp and preparing for the events of the summer including movies in the park, senior events and registration is open for the **Corrida del Mariachi** 5k run/walk on August 17th. **Malchiodi reported the Village of Riverside's Summer** concert series start in June, the Farmers Market begins June 5, and they are continuing with the Master Plan process with the community survey going out by May 27. They are launching a social pinpoint website to get wish list items. Due to the influx of children and young families the department has made two expansions to camp to accommodate everyone. This was only possible due to the partnership with District 96 to utilize more rooms at the school which resulted in almost everyone getting off the waitlist!

XI. **Executive Director's Report** Birko Reported

- A. **WSSRA Derby Gala 2024** Took place on Saturday, May 4, 2024, where WSSRA/WSSRF hosted the 23rd year of this very successful event. The event took place at D'Agostino's in River Grove from 4:00 – 7:00pm. I am delighted to report 100% of WSSRA partners participated on some level either through auction donation, sponsorship or attended the event. As you know this event is 100% dependent on all of your support and the preliminary Financial report shows it was another successful year raising over \$40,000 in profits. A special thanks to the WSSRF for their continued support with this event's success! A special thanks to those who attended. Birko reminded everyone to Mark your calendars for their next event Fallin For Our Stars which will take place on Friday, November 8 at the Cheney Mansion.
- B. **WSSRA Attends "Best of Berwyn 2024"** Birko, and staff attended the "Best of Berwyn 2024" event on May 1st where the outstanding 8th grade students of Berwyn are recognized for their efforts to support their community and their outstanding citizenship. Vallez and the NBPD staff do a great job involving all of the community players including WSSRA. This year WSSRA is proud to recognize Marwan Maklad, this year's winner who is a long time WSSRA participant whom we have supported in both WSSRA and North Berwyn Park District programs as he was growing up. We are so excited to see how much he has matured into a fine young man. Congratulations to NBPD for continuing this wonderful event supporting the community and its members.
- C. **Successful Trip to Springfield** Birko and Hart traveled to Springfield for Parks Day Assisted the staffing of the SRA booth, met with Legislators, and attended the 2024 IAPD Legislative Conference. Always a busy but worthwhile trip. This year we were able to meet with Representative Deputy Majority Leader Elizabeth Hernandez, Representative Martwick, Senator Javier L. Cervantes and had a 30-minute meeting with Speaker Emanuel Chris Welch. Unfortunately, our meeting with Senate President Don Harmon was cancelled. But we had a surprise two second hand shake with Governor JB Pritzker as he was exiting the Stratford House! So exciting... Had a delightful dinner with a few of our Board members and former Board members and am delighted to say the service was outstanding.
- D. **Fair Labor Standards Act Updates** The changes to the Fair Labor Standards are significant and will be reviewed in the next couple of months by the Planning Committee and then likely Finance Committees as we prepare for these changes that will be formalized in July 2024 and January 2025.
- E. **Partner Annual Presentations** Birko continues to present to the WSSRA partner boards and most recently presented to the Park District of Oak Park and the Village of Riverside. Let me know a date that works for you!
- F. **Staff Report: April Michalski, Superintendent of Recreation reported**

1. **Programs** WSSRA had 10 athletes compete in the Special Olympics Spring Games at Marmion Academy in Aurora on April 27-28, 6 athletes received a gold medal in one or more of their events and will advance to the Special Olympics Summer Games on June 7-9 at Illinois State University. Summer program registration opens on Monday, May 13 at 9:00am. We are excited to offer a new Pickleball and Bobcats Floor Hockey Team program this summer.
2. **Day Camp** Staff are busy preparing for camp, supervisor training will be held between May 21-May 29, and all-staff training will be held on June 5-7. We currently have 86 participants in Day Camp and 21 participants in Community Cruisers. We have 40 participants on the waitlist for camp and 3 participants on the waitlist for Community Cruisers. Participants will continue to be added as staff are hired. We are excited to have award-winning speaker, Michael Brandwein, present during our all-staff summer training on June 5. Michael is presenting on Practical and Powerful Techniques to Teach Problem-Solving, Responsibility, Resiliency, and Independence to Young People. WSSRA invited all camp, program, and inclusion staff to attend Michael's presentation.
3. **Grants** We are excited to announce we were awarded grant funding from the Future Philanthropist Program to implement the Club Wellness curriculum into our camps. Club Wellness is a uniquely designed program created for individuals with intellectual disabilities, it focusses on fitness, wellness, and healthy eating.
4. **Hiring Updates** Our Staff Manager has been busy recruiting, interviewing, and hiring for the summer. Staff attended a Best Buddies and Key Club meeting at West Leyden High School on April 10 to recruit staff and volunteers and attended Morton College's Career Fair on April 17. We kindly ask if you are fully staffed to refer any qualified candidates to WSSRA! For questions about hiring, please contact our Staff Manager, Maria Losselyoung at marial@wssra.net.
5. **Inclusion** We are currently supporting 39 participants in 49 inclusive programs. Summer requests are coming in. Our inclusion team is scheduled to conduct 13 trainings between all our partner districts starting May 15-June 7.
6. **Upcoming Events**
 - **CCIW Bocce Event** WSSRA's bocce athletes were invited to join student-athletes from the College Conference of Illinois & Wisconsin (CCIW) for an afternoon of bocce ball and pizza at the Elmwood Park Community Recreation Center on April 21. The event was well attended, and participants and students had a great time.
 - **Family Skate Night** WSSRA hosted a family skating night at the Franklin Park Ice Arena on Friday, April 26. A special thank you to the Park District of Franklin Park for hosting us!
 - **Berwyn Touch-A-Truck** WSSRA is participating in Berwyn Park District's Touch-A-Truck event on May 15 at Liberty Cultural Center from 4:00-6:30pm.

G. Staff Report: Annie Hart, Superintendent of Business reported

1. **Safety** WSSRA received our first PDRMA incentive check of the year for \$500, for returning our Kickoff Form within 30 days of receiving notification as well as completing the kickoff meeting/discussion prior to April 1st. The Safety Team has some exciting things going on in the next few weeks as we prepare for summer. Certified **Handle with Care** staff will be leading trainings with the Day Camp supervisors as well as at our Day Camp Staff orientation.
2. **Transportation** 2024 Day Camp Bids were due on April 24th and WSSRA received 4 bids. We currently have approximately 60 participants signed up for some form of Day Camp transportation whether it be round trip or one way. The Day Camp Team met this week to start planning pool shuttles for camp locations that are too far for the participants to walk to the pool.

H. No Other

XII. **Closed Session None**

XIII. **Adjournment** **LoCascio/ Sletten motioned to adjourn the meeting at 5:30pm. The motion was approved unanimously.**

Respectfully submitted,



Marianne Birko, Executive Director
mb/ May 24 minutes