

West Suburban Special Recreation Association

January 11, 2022

Annual Meeting of the Board of Directors

Zoom meeting hosted at WSSRA Office

2915 Maple St, Franklin Park 60131

MINUTES

I. Chairman Jackie Iovinelli called the **meeting to order** at 4:02pm those present included:

Mike Sletten, River Forest Park District
Sandy Lentz, Jan Arnold, Park District of Oak Park
Jackie Iovinelli, Park District of Forest Park
Joe Modrich, Park District of Franklin Park
Ted Gruber, Village of Elmwood Park
Carlene Greifelt, Veterans Park District

Anna Wegrecki, Village of Harwood Heights
Ron Malchiodi, Village of Riverside
Teresa Mrozik, Village of North Riverside
Sandy Fejt, Berwyn Park District
Annemarie Flaherty, Norridge Park District
Mark Sladek, North Berwyn Park District

Others in Attendance:

WSSRA staff: April Ryan, Marianne Birko

II. Wegrecki/Fejt **moved to approve the agenda.** The motion was unanimously approved.

III. A. Fejt/Wegrecki **moved to approve the December 14, 2021, Regular Board Meeting minutes. Mrozik Abstained 11 voted yes, the motion was approved.**

B. Iovinelli moved the closed session minutes be approved at the March 2022 meeting.

IV. A. Mrozik/Fejt **moved to accept the December 2021 Financial Report.** The motion was approved.

B. Fejt/Mrozik **moved to authorize payroll, The board, by roll call vote, authorizes payroll, #40070 and ending with check #40093 and authorizes payment of December 2021 payroll and disbursements debit charges and cash transfers totaling \$154,320.32 and authorizes payment of January 2022 disbursements #40094 and ending with check #40098 disbursements debit charges and cash transfers totaling \$6,531.18 pending the availability of funds.**

Roll call vote showed 12 yes votes and the motion was approved.

V. **Public Comment** –None

VI. **Under the Foundation Report Birko reported,**

The Foundation hosted their last meeting of the year on November 15, 2021, via Zoom. Since that meeting the Foundation co-hosted the "Holiday Concert in the Woods" event which raised \$6,818/3400 for each agency and the Holiday Solicitation brought in over \$12,000 as of December 31, 2021.

The Foundation is meeting next week to plan the 2022 budget and goals for the events of the year. They are excited for the success of hosting Luck of the Irish, Derby Gala & Fallin for Our Stars Virtually and hosted the Bocce Tournament and Holiday Concert in person. So far, the WSSRF has raised over \$75,000. They hope to continue with these events in 2022 and focus on recruiting some new members to support their ongoing efforts in supporting the mission of WSSRA. Thank you for your ongoing support in 2022.

VII. **Under Committee Reports**

A. **No Report**

VIII. **Unfinished Business**

A. **No Report**

IX. **Under New Business:**

A. **Acceptance of Partner Appointments- Fejt/Mrozik motioned to approve partner appointments as presented. Roll call vote showed 12 yes votes. The motion was approved.**

B. Election and Appointment of Officers- Lentz/Mrozik motioned to appoint Birko as Board Secretary and Karas to continue as the WSSRA's Attorney. Roll call vote showed 12 yes votes. The motion was approved.

C. Approval of Committee Appointments for 2022- Sletten/Malchiodi motioned to accept Committee Appointments as presented. The motion was approved.

D. Approval of Committee Tasks for 2022- Mrozik/Sletten motioned to approve Committee Tasks as presented. The motion was approved.

E. Renewal of Safety Policy Statement- Sletten/Mrozik motioned to reconfirm the Associations commitment to safety by accepting the Associations Safety Policy Statement. The motion was approved.

F. Approval of SCL II CPA PC Certified Public Accountants- Lentz/Mrozik motioned to approve. Roll call vote showed 12 yes votes. The motion was approved.

G. IAPD Membership Renewal-Fejt/Lentz motioned for WSSRA to renew its membership with IAPD due to the ongoing benefits to WSSRA. The motion was approved.

H. No Other

X. Under **Correspondence-** No comments

XI. Under **Board Reports – Wegrecki reported the Village of Harwood Heights** Youth Commission programs are scheduled to begin shortly. Start dates may be delayed due to COVID regulations. **Fejt reported for the Berwyn Park District** and noted they just wrapped up all their holiday events successfully. Their Winter brochure is available electronically only and they are excited to launch a lot of new program offerings. Also new are all the pictures in the brochure as they are all of Berwyn residents. Hoping to create a new buzz for all to enjoy. They postponed their Annual Pasta fundraiser that will likely happen in April. **Lentz reported the Park District of Oak Park** is wrestling with Covid and implications for programming. Arnold shared Oak Park has their own Health Department and their requirements are currently more stringent. Specifically, all residents 5 and older must show vaccination cards for all programs at all facilities. A huge challenge for their systems and programming. To be aligned with the health departments mandates the PDOP has pulled back from the IPRA/IAPD Conference of which the thirty staff and board members will not be attending. Arnold noted she will not be presenting the session on "Inclusive restrooms & Locker rooms" but will present this spring on Zoom. Day camp registration is opening February 5. Both outdoor and indoor ice rinks are open, as well as the sledding hill which includes a sled library of donated sleds for folks who do not own sleds. Juggling with COVID mandates daily. Lentz reported the PDOP is scheduled to break ground for CRC on March 19th pending the ground will not be too frozen. All are welcome to attend. **Greifelt reported Veterans Park District** is postponing the start to programs, they are checking vaccination cards and planning for summer as well as managing staff being out. **Mrozik reported the Village of North Riverside** is currently preparing for basketball season and working behind the scenes on day camp planning and programs and events for the first half of the year. **Sletten reported the River Forest Park District's** Basketball program is underway in the schools. No issues, everyone is complying with mask wearing with very little negative feedback. So far, the good outweighs the bad! Waiting for the bid opening for the platform tennis and tennis court projects. Expecting the bids to be high... **Malchiodi reported for the Village of Riverside's** basketball program had a delayed start and is scheduled to begin next week. Their outdoor ice rink is installed and open. Their Winter brochure is out with a good initial response to program registration. The Day camp brochure will follow shortly. **Modrich reported the Park District of Franklin Park** has cancelled many programs but is doing their best under the current challenges. They will not be attending the IPRA/IAPD conference but will be conducting in-house 15-minute trainings to continue to keep the work environment positive. They continue to work closely with the

community to improve communications and be heard. **Flaherty reported the Norridge Park District has** installed an ice rink and the community is excited for the opening this weekend. They are hosting a vaccination clinic on January 20 & February 17th. **Gruber reported the Village of Elmwood Park's** Basketball season is underway, the program is run by Traveling Sharks. They are also finishing fall bocce and preparing to start the winter bocce session soon with 89 teams registered. Golf is going well with eight teams playing Tuesday, Wednesday & Thursday. Held booster clinic this past Saturday and all are continuing to work hard to battle the challenges of COVID-19 like all of you are. **Sladek reported the North Berwyn Park District's** winter brochure is posted on the website and registration is taking place for winter and spring sessions of programs. The board will be meeting this week. **Iovinelli reported the Park District of Forest Park "Where Every day is a Walk in the Park"** says it feels like we are swimming upstream with the COVID challenges. The Splash pad project is currently frozen and at a standstill, but they will open on time! The Recreation team continues to improve what they can do. The Roos is currently checking vaccination cards as required. Staff & Board are still planning to attend the IPRA/IAPD conference. They will make a final decision on January 21, 2022, and they continue to be cautiously optimistic! A special thanks to the VEP for their support of the PDFOP's Holiday party held at the VEP's CRC. They had a fantastic time!

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

- A. **Board Responsibilities and Expectations** Annually the Board of Directors and Alternates are asked to commit their support to the Association. Please sign the document enclosed in the packet that you have reviewed and understand the list of Responsibilities and Expectations in this role. You are welcome to bring the signed document to the meeting or e-mail to me.
- B. **Staff cancels attendance at the IPRA Annual Conference** Eight Full-time staff were scheduled to attend the IPRA conference on January 27-29, 2022. Under the current pandemic circumstances, I have urged IAPD/IPRA to consider going virtual, our hope is they will heed our recommendations. Sletten recommended sending the letter of cancellation and you will likely get a full refund less \$25 per registrant. Arnold confirmed PDOP received a full refund less \$25 for every registrant.
- C. **WSSRA to Host the Virtual Legislative Breakfast on Monday February 7, 2022. More information will be forthcoming on the platform to be used.** A formal invite will be sent via e-mail to local Legislators & WSSRA Board Members. Please extend this invitation to your board members and RSVP your attendance to Birko.
- D. **WSSRA Derby Gala 2022** Mark your calendars for Saturday, May 7, 2022, when the WSSRA/WSSRF will host the 21st year of this very successful event. The location is to be determined. Time will tell how the event will play out. So, mark your calendars and stay tuned...
- E. **Staff Report: Prepared by April Michalski, Superintendent of Recreation**
 1. **Programs** Winter registration is underway, programs begin on January 31 and run until March 26. We have decided to print our winter and spring brochures separately this year, staff are busy working on Spring brochure copy.
 2. **Hiring Updates** WSSRA hired a new Recreation Specialist and Intern, both beginning on January 10. We are in the process of conducting interviews for our other vacant Recreation Specialist position. If you know anyone who might be interested, please direct them to our website at wssra.net for additional details or to apply.
 - Rolando Pineda was hired as a Recreation Specialist and will oversee all Teen and Adult Programming. Rolando received a degree in Recreation Administration from

Illinois State University. He has spent the last 5 years working in the food distribution industry and is excited to return to the recreation field.

- Linda Li will be interning with WSSRA during winter season. Linda recently graduated from Springfield College in Massachusetts with a Master of Science in Therapeutic Recreation Management. Linda just moved to Chicago, she is very passionate about Therapeutic Recreation and is excited for this opportunity.

3. Inclusion We currently have twenty participants participating in 26 inclusion and aftercare programs. With Christina leaving, WSSRA took the opportunity to do some restructuring in roles and responsibilities and moving forward Recreation Coordinator, Bethany Pastrana, will be assisting Chris with Inclusion.

4. Holiday Events

- **WSSRA Santa Express** Our Santa Express event was a great success. Participants and families enjoyed an outdoor visit with Santa and each participant received a gift bag. A special thank you to Thumbuddy Special who sponsored the event.
- **Sensory Sensitive Treats with Santa** WSSRA collaborated with the Park District of Oak Park on December 15 to offer a sensory-friendly evening for families at the Cheney Mansion. Families enjoyed crafts, treats and a visit with Santa.
- **Holiday Hullabaloo** WSSRA offered 6 days of activities during winter break, the first 3 days went well, but due to the surge in COVID-19 cases in the community and among our staff, we cancelled the last 3 days of activities.

5. Upcoming Events

- **Master Chef** On January 14 we are offering a virtual cooking class. Kits will be delivered to participants and together they will make homemade turkey burgers with cilantro lime sauce and roasted potatoes.
- **Animal Party** Reptile expert, Dave NiNaso, is joining us at Bulger Hall in Melrose Park on February 11 to perform his famous World of Reptiles show.

F. Staff Report: Prepared by Annie Hart, Superintendent of Safety and Operations.

1. **Transportation** One of our vehicles leases is up this month. We placed the order for a replacement, and I am still waiting to hear if/when it is available. I am working with Nicole, our PR Coordinator, to update the design on the vehicles. We are hoping to get all new vehicles wrapped with the new design in the next month.
2. **Office** We are scheduled to do a full office clean up and reorganization mid-January before we get back into program season. We were able to scrap all three of the desks we were looking to get rid of.

G. No Other

XIII. **Adjournment** Wegrecki/Mrozik moved to adjourn the meeting at 4:58pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko
Executive Director

mb/ Jan22 minutes