

**West Suburban Special Recreation Association**

July 10, 2018

Board of Directors

Held at: Park District of Forest Park

located at 7501 Harrison, Forest Park

**MINUTES**

- I. Birko requested a Chairman Pro Tempore, Raleigh/Banks motioned for Janda to be Chairman Pro Tempore. Board approved unanimously. Janda called the **meeting to order** at 4:10pm those present included:

Kassica Porreca, Park District of Oak Park arrived  
4:20pm  
Anna Wegrecki, Village of Harwood Heights, arrived  
4:17pm  
Dennis Raleigh, Hawthorne Park District  
Teresa Mrozik, Village of North Riverside

Larry Piekarz/Andrew Doss, Park District of Forest Park  
Larry Banks, Clyde Park District  
Jeff Janda, Berwyn Park District  
Mike Sletten, River Forest Park District,  
Al Schmidt, Village of Elmwood Park

**Not in attendance:**

Norridge Park District, Excused absence  
North Berwyn Park District, Excused absence  
Park District of Franklin Park, Excused absence

**Others in Attendance:**

WSSRA staff: Bob Foster, Annie Hart, Marianne Birko  
WSSRF-Margaret O'Rourke

- II. Sletten/Schmidt **moved to approve the agenda.** The motion was unanimously approved.
- III. A. Sletten/Mrozik **moved to approve the June 12, 2018 Regular Board Meeting minutes.** The motion was approved.
- IV. A. Sletten/Schmidt **moved to accept the June 2018 Financial Report.** The motion was approved.  
B. Sletten/Banks **moved to authorize payroll, prepaid disbursements.** The board, by roll call vote, authorizes #38254 and ending with check #38279 and authorizes payment of June 2018 payroll and disbursements debit charges and cash transfers totaling \$151,725.39 and authorizes payment of July 2018 payroll and disbursements #38280 and ending with check #38306 disbursements debit charges and cash transfers totaling \$21,732.42 pending the availability of funds. Roll call vote showed unanimous approval.
- V. **No Public Comment**
- VI. **Under the Foundation Report O'Rourke** announced she is a WSSRA parent whose son has participated for years in WSSRA programs. O'Rourke reported the Foundation is hosting its sixth annual "Fallin For Our Stars", a night of fun and fundraising at the beautiful Cheney Mansion in Oak Park on Friday, October 12<sup>th</sup>. This Starlit Casino Night will feature Blackjack, Poker, Roulette, Craps Slots & A LIVE AUCTION as well as beer, wine and a signature Martini with appetizers and a sweet table! The Foundation is grateful to the Park District of Oak Park for giving the Foundation this opportunity. Beth Kaplan, Karen Mullarkey Kerrins, Lisa Shanahan and myself 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. WSSRF would like you to mark your calendars for a night out playing Bingo at Hamburger Mary's on Tuesday, August 28<sup>th</sup>. Please mark your calendars and plan to attend one or both of these fun events. The Foundation will meet next week to continue their planning for these events. Thank you always for your continued support.
- VII. **Under Committee Reports**  
A. **No Committee reports**  
B. **No Other**
- VIII. **Unfinished Business**  
A. **Village of Riverside Partnership Update,** Birko reported she attended the Village of Riverside's June 21<sup>st</sup> meeting per their request. She answered further questions about the partnership, tax levy and inclusion costs. They asked for further information to

be sent on projected inclusion costs. President Sells confirmed the boards commitment to join WSSRA on the timeline set forth. They are expected to accept the Partnership Resolution at the July 19<sup>th</sup> meeting. This will allow WSSRA to continue to move forward with the planned September 1<sup>st</sup> start.

**B. Policy Committee recommendations to accept the Updated Staff & Board Policies**

Per the review and discussions last month the Policy Committee recommends the changes in the Board & Staff policies as outlined in the redlined copies provided. Sletten/Schmidt **motioned to approve the changes to the Board Policy Manual as recommended by the Policy committee.** By roll call voted the board approved unanimously. Sletten/Schmidt **motioned to approve the changes to the Staff Policy & Procedures Manual as recommended by the Policy committee.** By roll call vote the board approved unanimously.

**IX. Under New Business:**

**A. Community Bank signature authorization**

Raleigh/Sletten **motioned to approve Mark Sladek as an authorized signature on behalf of WSSRA on Community Bank business.**

**B. No other**

**X. Under Correspondence- No comments**

**XI. Under Board Reports – Mrozik reported the Village of North Riverside’s** summer concerts have been rained out twice. They are almost halfway through summer camp and leagues and all is going well. Lastly the Village board passed the budget yesterday. **Schmidt reported the Village of Elmwood Park** is having the usual bumps this summer. Some issues with parents at the pool, two campers removed from camp due to behaviors but the teens are loving their bocce. The Adult Bocce league continues to be one of their most popular programs with 40 teams playing Monday - Friday! **Porreca reported the Park District of Oak Park** is restoring the PH roof to clay tiles to match the original Program registration remains strong with over 800 kids weekly in camp. Pools are very busy with the heat drawing crowds. PDOP is receiving a \$100,000 grant for Green Mountain Sun Energy to install solar, rain harvesting, bees and t-composting. **Banks reported the Clyde Park District’s** summer is going well. No accidents, the soccer fields and the pools are busy! **Raleigh reported the Hawthorne Park District’s** pool is holding water after the repairs last fall. Their pool director fell and broke her arm wrist and fall soccer registration is underway. Raleigh also shared a side note that Banks who owns and trains horses had a great race day with two of his horses winning in one day! **Wegrecki reported the Village of Harwood Heights** is hosting their annual picnic on August 11 & 12 at Ridgewood School and they are busy working on their Recreation Center. **Piekarz/Doss reported for the Park District of Forest Park’s** Roos building is doing well. Their July 4<sup>th</sup> fireworks went smoothly and details for the upcoming No Glove Softball tournament are coming together. **Janda of the Berwyn Park District** reported they are wrapping up the warranty work on the pond project. They are enjoying the benefits of the butterfly garden. They recently hired Zach Kerby as their new Special Events Staff person. BPD participated in this year’s PRIDE walk and since they implemented allowing pets in the park policy they are having less complaints and more people out and enjoying the park!

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

**A. Splish Splash Summer Bash** WSSRA is hosting our annual Pool party and Wacky Quacky Duck Splash on Thursday, July 19. All WSSRA families, friends and board members are welcome to participate. The event takes place from 6:30 – 9:30pm at the Park District of Forest Park pool. Can’t come please support us through a sponsorship see the attached application form.

**B. WSSRF Collaborative Concert event, Friday, January 25, 2019** Gary Feracota and the Pinnacle Foundation has generously offered to hold a benefit concert at the Wire on Friday, January 25, 2019. The ticket sales from this event would be matched by the Pinnacle Foundation and then donated to the four organizations taking part in the event; WSSRA, Opportunity Knocks, PACTT and Momenta. Add this date to your calendar for a night to remember.

**C. WSSRA Grant update**

1. WSSRA requested OPRFCF Future Philanthropist \$3,600 grant for “Let’s Go Ride A Bike” program for WSSRA’s summer day camp and was awarded \$3,500.
2. WSSRA requested the Berwyn 708 Mental Health Board programming grant for \$9,248 for a Sibshops program. A mental health program for siblings of kids with disabilities. WSSRA was denied this grant.
3. WSSRA requested and was awarded \$2,500 grant from Berwyn City Development Corp to increase the Lekotek toy inventory.
4. Berwyn CDBG awarded WSSRA \$10,000 in scholarship funds for seasonal programs and summer day camp for 2017 – 2018 and the 2018-2019 CDBG grant has been submitted.

5. *Evanston Bike Club \$2,100 grant to fund the Strider Bikes for this summer's program and is receiving \$1,300 for this grant. The program is currently being implemented in our summer session of the "Bike Bonanza" program.*
6. *OPRFCE's awarded WSSRA one \$10,000 infrastructure grant for Public Relations over a two-year period. This grant has helped WSSRA increase its visibility by allowing us to purchase the wide format printer and update all our website offerings. We have seen a 79% increase in new traffic to our website since upgrading our analytic reporting abilities.*

*Other Grant updates will be given as we hear about the results.*

**G. Staff Report: Hart reported:**

1. **Programs** *Summer programs run through July 21<sup>st</sup>. Annie is currently working with the PR Coordinator, Nicole Walsh, and Recreation Department staff to plan the fall brochure. Fall brochure is set to be completed by August 13<sup>th</sup>.*
2. **WSSRA Day Camp** *We are half way through camp with 166 participants are in day camp and Community Cruisers all is going well.*
3. **Inclusion:** *Inclusion Manager, Chris Sturm continues to fill inclusion shifts for summer programs and camps. Recreation Specialist, Wendy Springgate and part-time staff Sheila Donoghue have been helping Chris out this summer supporting WSSRA's Inclusion programs. There are currently 99 participants in 181 programs. Similar numbers to last summer.*
4. **OPRFCE Future Philanthropists:** *We are excited to announce we were selected for funding our "Learn to Ride a Bike" program for day camp. This grant will allow us to teach both preschool camps how to ride a bike. With the help of Recreation Specialist, Christina Fernandez, this program is running smoothly. Participants seem to be enjoying the bikes and the extra opportunity to practice while at camp.*

**K. Staff Report: Foster reported:**

1. **PDRMA-***Staff met with our Consultant to complete the SRA section of the Loss Control review. We also visited 2 Day Camps. Foster also attended the first meeting of the Loss Control Review and are evaluating the usefulness of the current form. It is expected to take about a year and a half to update and finalize this information before it is ready to present to the PDRMA membership.*
2. **OTHER-***Three WSSRA staff attended the Employee Benefits Conference put on by Robbins Schwartz. There is always more to learn...*

*XIII. Sletten/Banks moved to adjourn the meeting at 4:40pm. The motion was unanimously approved.*

*Respectfully submitted,*



*Marianne Birko  
Executive Director  
mb/ July minutes*