

**West Suburban Special Recreation Association**

June 12, 2018

Board of Directors

Held at: Berwyn Park District

located at 3001 Wisconsin in Berwyn

**MINUTES**

I. Chairman Joe Modrich called the **meeting to order** at 4:00pm those present included:

Kassica Porreca, Park District of Oak Park  
Joe Modrich, Park District of Franklin Park  
Mark Sladek, North Berwyn Park District  
Anna Wegrecki, Village of Harwood Heights,  
arrived 4:02

Dennis Raleigh, Hawthorne Park District

**Not in attendance:**

River Forest Park District, Excused absence

Larry Piekarz, Park District of Forest Park

Jeff Janda, Berwyn Park District

Mark DeSalvo, Norridge Park District arrived 4:04

Al Schmidt, Village of Elmwood Park

Teresa Mrozik, Village of North Riverside

Larry Banks, Clyde Park District

**Others in Attendance:**

WSSRA staff: Bob Foster, Annie Hart, Marianne Birko

WSSRF-Rocio Perez

Village of Riverside Recreation Director, Ron Malchiodi

Berwyn Development Corporation Board Members: Diane Salemi (BDC Board Member, Republic Bank of Chicago), Nora Laureto (BDC Board Treasurer), Andy Sotiropoulos (BDC Board President, Connie's Family Restaurant & Cocktails) and Ana Avalos (Republic Bank of Chicago)

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

III. A. Janda/Raleigh **moved to approve the April 10, 2018 Regular Board Meeting minutes**. The motion was approved.

IV. A. Janda/Raleigh **moved to accept the April & May 2018 Financial Report**. Wegrecki abstained. The motion was approved.

B. Janda/Banks **moved to authorize payroll, prepaid disbursements**. The board, by roll call vote, authorizes payroll, prepaid disbursements #38170 and ending with check #38236 and authorizes payment of April & May 2018 payroll and disbursements debit charges and cash transfers totaling \$297,436.15 and authorizes payment of June 2018 payroll and disbursements #38237 and ending with check #38253 disbursements debit charges and cash transfers totaling \$4,795.58 pending the availability of funds. Roll call vote showed unanimous approval.

V. **Public Comment** –The board of the Berwyn Development Corporation presented the \$2,500 check for the WSSRA Lekotek toy grant

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

Rocio Perez shared she is a WSSRA parent whose son has participated for 19 years in WSSRA programs. Perez reported the Foundation is pleased with the **fantastic** numbers of the Derby Gala. The Foundation is estimated to have raised a combined silent & live auction \$7,290 + **an additional \$355 for Cubs/Sox ticket raffle for a total of \$7,645** in the auction, \$3,741 cash donations and the Derby Gala cash raffle raised \$6,534. **The overall profits being the highest ever for WSSRA & the Foundation raising over \$50,000.** 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! She reported 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 12 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, Margaret O'Rourke, Karen Mullarkey Kerrins and Lisa Shanahan 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 fun events.

VII. **Under Committee Reports**

A. **Policy Committee- DeSalvo reported** the committee met on May 30 to review the recommended changes in the Board & Staff policies as required that will be reviewed later in the meeting.

B. **No Other**

VIII. **Unfinished Business**

A. **Acceptance of the Village of Riverside into WSSRA Partnership,**

Birko reviewed the Village of Riverside unanimously approved joining WSSRA on March 1, 2018. Through a series of local meetings and a community survey they determined that WSSRA was best suited to meet their consumers needs over two other SRA's. As discussed in earlier meetings, WSSRA feels that the Village is geographically desirable and that WSSRA can serve the residents of the Village who have disabilities successfully. The WSSRA Finance Committee met March 14 & April 3 to review and discuss the procedures for considering the addition of new potential partners, district boundaries and the financial impact of the addition of the Village of Riverside. Based on this review the WSSRA Finance Committee recommends accepting the Village of Riverside as a new partner to the Association. Forest Park, Berwyn and Hawthorne reported they had a positive response from their boards.

**Janda/Raleigh motioned to accept the Village of Riverside as a member of the Association as described in Resolution 2018-02 and the Agreement for membership as described. By roll call vote the board unanimously approved with 11 Ayes: Jeff Janda, Berwyn Park District, Kassie Porreca, Park District of Oak Park, Larry Piekarz, Park District of Forest Park, Joe Modrich, Park District of Franklin Park, Anna Wegrecki, Village of Harwood Heights, Dennis Raleigh, Hawthorne Park District, Mark DeSalvo, Norridge Park District, Al Schmidt, Village of Elmwood Park, Mark Sladek, North Berwyn Park District, Larry Banks, Clyde Park District, Teresa Mrozik, Village of North Riverside and 0 Nays.**

B. **None**

IX. **Under New Business:**

A. **Presentation of 2017 Audit by Lauterbach & Amen**

Ron Amen presented the 2017 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. **Janda/Banks motioned to approve the 2017 audit report. By roll call vote the motion was unanimously approved.**

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

Birko reported the committee has reviewed and has recommended changes in the Board & Staff policies as outlined in the redlined copies provided. Birko reviewed each of the recommended changes provided with no additional questions presented. Birko asked the board to be prepared to vote next month.

B. **No other**

X. **Under Correspondence- No comments**

XI. **Under Board Reports – Janda of the Berwyn Park District reported they are wrapping up the pond project and interviewing for the Special Event & Early Childhood positions. The pool is open and day camp has started. Raleigh reported the Hawthorne Park District's softball season is underway and they recently lost a 71-year employee and friend to the Park District. "Frank took care of the pool these years." Dennis is now training a young person to take over. Schmidt reported the Village of Elmwood Park's pool opened Memorial Day. They**

are serving 100 kids in camp and have hired 50 lifeguards and 50 staff to cover programs and day camp. The Adult Bocce league continues to be one of their most popular programs with 64 Bocce players! **DeSalvo reported the Norridge Park Districts** day camp program has started, the pools opened Memorial Day and a recent puncture in the filter closed the pool for a 24-hour period while repairs were being done. They are hoping this is the last of the excitement for the summer. **Wegrecki reported the Village of Harwood Heights** construction project for the new recreation center has been delayed and they are hosting their annual picnic on August 11 & 12 at Ridgewood School. **Piekarz reported the Park District of Forest Park's** Grand Opening of the Roos Center went as scheduled. It was a lovely evening with great friends and great support. Life is busy with the pool open, summer day camp running and now the new fitness facility open as well. **Porreca reported the Park District of Oak Park's** Memorial Day pool opening was a big hit. The crowds were so big they had to turn people away. The Park Passport program continues to be very popular with the parks scavenger hunt. Festival Theatre hosted a free community night which sold out as well. **Sladek reported the North Berwyn Park District's** summer day camp is up and running, the pools are open and they are planning for Nuestras-Raices-back-to-school-fiesta starting Friday 8/17 & Saturday 8/18. The Corrida del Mariachi 5K run/walk starts at 8 am August 18. **Mrozik reported the Village of North Riverside** is currently in budget meetings with hopes of passing it in early July. They just completed the Mayors golf outing, day camp started with over 200 campers. They are currently accepting soccer registration. **Modrich reported the Park District of Franklin Park** is currently under construction completing two projects, the community center renovation and the locker room project at the ice arena. They to also had pool filter issues. When they have problem solved it they will share what they have learned.

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

- A. **Derby Gala 2018-** Derby Gala 2018 was a tremendous success. There were 250 pre-registered guests with 225 in attendance. Senator Harmon and President Saviano, Representative Ford and Lilly generously gave of their time and were in attendance. WSSRA once again presented the Senator Phil Rock Scholarship fund in memory of Phil and all his good work supporting WSSRA and persons with disabilities and raised over 10,000 for this fund with the overall profits at over \$50,000. Our most profitable year ever! A special thanks to Larry Banks, Larry Piekarz, Mark Sladek and Teresa Mrozik for sharing their afternoon with us.
- B. **WSSRA Accepts Town of Cicero \$25,000 Grant** –Larry Banks and Joe Virruso, Town Supervisor, 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 24 & 25. Visited all 14 legislators and had face time with Representative Lilly and Willis. None of the other Senators & Representatives were available. Birko coordinated a dinner with the Park District of Forest Park & Berwyn Park District staff.
- D. **WSSRF Update-** WSSRAWSSRF is working with Gary Feracota with Pinnacle Yachts to plan a new fundraiser. Gary is a musician and does performances with Blue Roots as fundraisers to help Not-for-profits. Birko attended his most recent fundraiser at the Wire in Berwyn and looks forward to solidifying this opportunity with the Foundation.
- E. **Staff Transition Plan-** Birko has been working with administrative staff to develop the transition plan for Fosters retirement. The Superintendent of Recreation and Superintendent of Safety and Operations job descriptions have been updated along with the organizational chart. Annie Hart has agreed to become the Superintendent of Safety & Operations and will cross train with Foster over the summer and throughout the year to learn the Superintendent of Safety and Operations responsibilities. WSSRA will post the updated Superintendent of Recreation 's position internally and conduct interviews in July. The formal transition will take place in June of 2019.
- F. **WSSRA loses a friend-** Recently Janice Patterson, a former WSSRA Lekotek staff and parent of one of our participants lost her battle to bone marrow cancer recently. Jan was a wonderful friend to the Association in so many ways. Always a wealth of knowledge and a conduit to many resources. Just one example is through her connection WSSRA received regular grants through the Evanston Bike Club in support of our Strider Bike program. We are truly saddened by the family's loss and she will be sorely missed by her many friends at WSSRA.

G. Staff Report: Hart reported:

1. **WSSRA Day Camp:** 152 participants are in day camp and Community Cruisers. Day Camp orientation is scheduled for June 14<sup>th</sup> – 15<sup>th</sup> and camp begins June 18<sup>th</sup>.
2. **STAFF:** Our Staff Manager, April Ryan, is currently working hard get ready for summer programs and summer trainings.
3. **Inclusion:** Inclusion Manager, Chris Sturm has been busy filling inclusion shifts for summer programs and camps. Recreation Specialist, Wendy Springgate and Part-time staff Sheila Donoghue will be helping Chris out this summer supporting WSSRA's Inclusion programs. All three staff have presented at several member's summer orientations. There are currently 70 participants in 146 programs.
4. **OPRFCF 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.
5. **Special Events:** WSSRA's Splish Splash Summer Bash is set for July 19<sup>th</sup> and will be held at the Park District of Forest Park. We are also celebrating the 50<sup>th</sup> anniversary of Special Olympics on July 21<sup>st</sup>. WSSRA is bringing a large group to Soldier Field for the Day of Inclusion.

K. Staff Report: Foster reported:

1. **Technology-** We met with our IT person to begin the policy of data/document retention. The administration will be meeting to continue the process.
2. **Transportation-** Day Camp transportation has been organized and sent to Grand Prairie to begin the routing process for this summer's Day Camp. We are transporting over 100 participants a day this summer. We have leased a new bus to replace the 2013 leased bus. It was due in May and delivery has been delayed. Due to this delay WSSRA signed a temporary lease to use the old bus in the interim.
3. **PDRMA-** Foster attended the membership assembly in May. WSSRA also had the first meeting with Jesse, our field rep to begin the review process.
4. **OTHER-** Foster attended the Thumbuddy Special fundraiser in Berwyn, where we were awarded a \$10,000 check to be used for Day Camp Scholarships.

XIII. DeSalvo Schmidt **moved to adjourn** the meeting at 5:14pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko  
Executive Director  
mb/ June minutes