

West Suburban Special Recreation Association

May 12, 2015

Board of Directors Meeting

Held at: North Berwyn Park District

Hett Park, "The Studio"

6300 W 19th Street, Berwyn, IL

MINUTES

I. Chairman Jeff Janda called the **meeting to order** at 5:03pm those present included:

Sandy Lentz, Park District of Oak Park
Katherine Porreca, Park District of Oak Park
Steve Thomas, Park District of Forest Park
Larry Banks, Clyde Park District
Dennis Raleigh, Hawthorne Park District
Mike Sletten, River Forest Park District

Jeff Janda, Berwyn Park District
Al Schmidt, Village of Elmwood Park
Michael Gadzinski, Village of Harwood Heights
arrived at 5:09pm
Mark Dobrzycki, Village of Harwood Heights
Jackie Iovinelli, Park District of Franklin Park
arrived at 5:15pm

Not in Attendance:

Norridge Park District- Excused Absence

Others in Attendance:

WSSRF, Rocio Perez

WSSRA staff: Bob Foster, Marianne Birko

- II. Raleigh/ Lentz **moved to approve the amended agenda.** The motion was unanimously approved.
A. Raleigh/ Lentz moved to approve the appointment of new Park District of Oak Park Board member Katherine "Kassie" Porreca. The motion passed unanimously.
- III. Raleigh/ Lentz **moved to approve the March 10, 2015 Regular Board Meeting minutes.** The motion was approved.
- IV. A. Raleigh/Dobrzycki **moved to accept the March & April 2015 Financial Report.** The motion was approved.
B. Dobrzycki/Thomas moved to **authorize payment of payroll, prepaid disbursements #35659 and ending with check #35741 and authorizes payment of March & April 2015 payroll and disbursements debit charges and cash transfers totaling \$545,636.13 and authorizes payment of May 2015 payroll and disbursements #35742 and ending with check #35761 disbursements debit charges and cash transfers totaling \$29,348.14 pending the availability of funds.** Roll call vote showed unanimous approval.
- V. **Public Comment** –Jeff Janda extended a thank you to Joe Vallez and the North Berwyn Park District for hosting the meeting at "the Studio" at Hett Park. Joe Vallez welcomed everyone to their newly renovated facility.
- VI. Under the **Foundation Rocio Perez reported** The Foundation is pleased with "**preliminary**" numbers of the Derby Gala. The Foundation is estimated to have raised \$15,080. The silent auction raised **\$5,350 and another \$1,978 in** cash donations. The Derby Gala cash raffle raised **\$4,073.** A special thanks to WSSRA Board member Dennis Raleigh for donating his \$300 cash prize back to the Foundation. After shared expenses were deducted the net profit for the Foundation is \$6,953. The balance still outstanding of \$3,528 will nearly match last year's event. Overall 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" on Friday, October 16th at the Cheney Mansion this year and is once again grateful to the Park District of Oak Park for giving the Foundation this opportunity. Lisa Masucci, Beth Kaplan and Karen Mullarkey Kerrins, all from Oak Park are chairing the event. Foundation Committee members are hard at work finding just the right

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Caterer so guests will enjoy a special night of food, fun and Live Auction Entertainment. WSSRF hopes all WSSRA Board Members will mark their calendars for October 16 and plan to attend.

VII. **Under Committee Reports**

A. **Policy Committee- Birko** reported the Policy Committee is charged with reviewing and updating the agencies policies. Discussion items included a review of sick days per IMRF, adding pregnancy rights, update holidays and personal days, insurance plans, pension plan, and discuss a staff reimbursement for certification and training and program discounts for employees. The committee has another meeting scheduled for May 18th to continue the review process.

VIII. **Unfinished Business**

A. **No**

IX. **Under New Business:**

A. **Presentation of 2014 Audit by Lauterbach & Amen-**

Ron Amen partner of Lauterbach & Amen provided an overview of the audit highlighting the new IMRF information included this year. There were no questions. The Board is asked to approve the audit at the July Meeting.

B. No other reported

X. **Under Correspondence-** No comments shared.

XI. **Under Board Reports** – Thomas reported the **Park District of Forest Park** has water in the pool and are in the midst of the training of staff. Gadzinski reported the **Village of Harwood Heights** swore in the new board members and voted Annette Volpe as the new WSSRA Alternate. Mark Dobrzycki thanked WSSRA for the last 12 years as the VHH Alternate to the board. He stated he had learned a great deal, made new friends and thanked everyone for the privilege to be a part of such a fine organization such as WSSRA. Dobrzycki gave his official resignation to the WSSRA board and Congratulated Gadzinski and Annette Volpe going forward. Vallez reported the **North Berwyn Park District** welcomes everyone to the newly renovated Hett Park. Vallez explained “The Studio” a former bath house is now a year round dance and fitness room as well as an opportunity for community rentals. The park hosts a “state of the art” splash pad and playground area as well. This renovation was possible due to a 2.1 million dollar Capital Grant initiated by State Senator Sandoval. Banks reported the **Clyde Park District's** spring soccer session is underway. Pools are getting ready the fights are over. All is going well at Clyde Park District. Banks extended a thank you on behalf of Clyde Park District for the Derby Gala. It was a great day at the races... Sletten reported the **River Forest Park District** is currently working with the Chicago Metra to add a gym to the Depot. They are in the early planning phase of the process. The park district will also be adding 2 more platform tennis courts to their current two. The park district is also currently hiring an Athletic Supervisor. Porreca reported she is a newly elected official to the **Park District of Oak Park**. She stated she comes wearing multiple hats as an Oak Park resident and the principal of the Elmwood Middle School in the Village of Elmwood Park who's students enjoy WSSRA services. The park district just signed an agreement with District 97 and Affiliates to incorporate turf fields at the two Middle School locations increasing accessibility for all levels of use. A wonderful cooperative plan for the community! Iovinelli reported the **Park District of Franklin Park's** ice arena is closed and renovations have begun. The pool is filled and staff training is currently happening. The district has just hired a new Superintendent of Finance, Program Manager, Recreation Assistant, Skating Director, Assistant to the Ice Arena Manager and Park Services staff person. So, they will be fully staffed starting summer! Raleigh reported the **Hawthorne Park District's** 16” softball program is underway. The pool opens June 13 and they recently received a \$5000 scholarship grant for disadvantaged youth's participation in soccer from the SAFE Foundation. Schmidt from the **Village of Elmwood Park** reported he is officially trained as a Certified Pool Operator. He spent 2 days learning about pool chemicals. Call him if you have questions. They are still currently looking for Pool

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Lifeguards. Janda reported the **Berwyn Park District** has two vacancies they are filling, an Early Childhood and Recreation Manager. Staff are currently working on brick replacement project at Proksa Park and just received the donation of a Green House from Autre Monde Café in Berwyn.

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

- A. **WSSRA Accepts Town of Cicero \$25,000 Grant** – Dennis Raleigh, Larry Banks and Joe Virruso Town of Cicero Trustee's 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 additional support.
- B. **Staff attends Legislative Conference-** Birko attended the Legislative conference in Springfield April 28 & 29. Visited all 14 legislators and had face time with Senator Harmon, Lightford, Sandoval and Representative McAuliffe, Ford and Welch. Birko coordinated a dinner with Senator Harmon, Park District of Forest Park staff and Commissioners, Berwyn Park District and Representatives Jack Haley and Tom with Frederick Quinn Construction Management Company. It was stated on many occasions throughout the conference by Legislative staff the value of having the face to face contact and the development of those relationships.
- C. **Derby Gala 2015-** Was a great success with 247 confirmed guests and 210 in attendance the day of. Senator Harmon and President Saviano and 4 Steering Committee members were present supporting the event. Staff showcased our new Strider Bike program by introducing four participants who rolled in on their decked out Strider Bikes. The crowd loved it! Senator Harmon and President Saviano surprised them by giving them their bikes for keeps! Staff closed the presentation with a reverse auction to raise dollars to keep the Strider Wheels Camp going. In 5 minutes we raised \$4200 dollars! A special thanks to all of the partners who have supported the Derby Gala event through sponsorships or donations and all of the board members who attended and brought guests. Birko noted the preliminary financials are very close to last year's profits and a final report will be shared at the July meeting.
- D. **Oak Park River Forest Community Foundation grant awarded-** WSSRA just received notice that we have received the Future Philanthropist program grant for \$4,000 for added sensory programming for this summer's day camp. These increased dollars will provide for additional specialized training from an Occupational Therapist and new sensory equipment that will be used as part of camp.
- E. **Additional Grants requested-** Staff have submitted grants for Berwyn and Cicero CDBG funds as well as applied for the "Champion Grant" from Community Bank. We will also be submitting for a Berwyn 708 mini grant.
- F. **Staff accepts donation-** WSSRA staff have been busy supporting many partner functions and fundraisers on behalf of WSSRA. Staff were in attendance at the "Best of Berwyn" function presented by the NBPd, as well as NBPd's Think Green event. Staff also attended the Opportunity Knocks fundraiser in Chicago Berwyn's Boike Family Benefit and Thumbuddy Special's fundraiser and received a \$12,000 check for day camp scholarships and program support. This is \$2,000 more than in the past which is most helpful in a summer where the need is so great with the loss of the Berwyn CDBG funds.
- G. **"Fun in the Sun" Send a kid to camp campaign is set to begin June 5-** A list of confirmed locations will be sent to you. Please let me know if there are others we should consider contacting.
- H. **Dobrzycki was thanked for his 11 years of service to WSSRA-** The WSSRA staff and board took a moment to thank Mark Dobrzycki for his ongoing support of the Association as an Alternate Board Member for the Village of Harwood Heights for the last 11 years. Mark attended many Association functions was the official photographer at many events and was a supportive voice on the Village of Harwood Heights board. Dobrzycki thanked the board and the opportunities that were afforded him being a part of this fine organization.
- I. **Staff Report: On behalf of Dennis Birko reported:**
 1. **Spring Season well underway!** We are halfway through our spring season with most programs running with a full participation!
 2. **Summer planning underway:** Summer Program Guide is out, and program planning is underway.

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3. **District 97 Young Athletes Event:** WSSRA Recreation Staff attended the School District 97 Young Athletes event on May 8. WSSRA led activity stations for students with and without disabilities
4. **Planting Partners!** The WSSRA Community Cruisers program is partnering with Sugar Beet Food Co-Op and will maintain a "Salsa Garden" at the Cheney Mansion this summer. To kick off our summer responsibilities, WSSRA, Sugar Beet & other community organizations took part in a Planting Day on May 7—to prepare the beds and get our seeds started.
5. **Day Camp:** April Ryan & Liz Pliego are working on getting Day Camp organized & ready. WSSRA will offer 3 open houses to families in late May—last year was our first time offering and we had some good turnout. We're hoping to see more families this year and answer any questions and ease concerns prior to children starting camp. Due to school year emergency days, WSSRA is not able to hold day camp orientation at Forest Park Middle School this year. School District 100 is able to accommodate our large group and space requests, so we'll be moving to Heritage School for our June trainings.
6. **Full-time staff training:** Full time staff have been busy attending various continuing education opportunities in April. Staff attended the ITRS-SRA Human Resources workshop, the SRA & Day Camp Aquatics seminar; the American Camping Association's Annual Leadership Conference, and the Indiana University Executive Development Program. Additionally, 3 WSSRA staff were certified as Special Olympic Flag Football coaches, as we pilot this new program in Summer 2015.

J. **Staff Report: Foster reported:**

1. **Lekotek-** We have hired Julia Bell to assist with our Lekotek program. She will start off working on the inventory and the plan is to have her trained at the National Lekotek Center this summer and start helping with play sessions/school visits in the fall.

XIII. Sletten/Banks **moved to adjourn** the meeting at 5:47pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko
Executive Director
mb/ may min