

West Suburban Special Recreation Association

October 10, 2017

Board of Directors Meeting

Held at: WSSRA Offices

2915 Maple Street, Franklin Park

MINUTES

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

Mike Sletten, River Forest Park District
Jan Arnold attended remotely, Park District of
Oak Park
Steve Thomas, Park District of Forest Park
Joe Modrich, Park District of Franklin Park
Anna Wegrecki, Village of Harwood Heights
arrived 4:03pm

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

Others in Attendance:

WSSRA staff: Bob Foster, Annie Hart, Marianne Birko

WSSRF, Kevin Calkins

Public: Teresa Mrozik, Director of Village of North Riverside Parks and Recreation and her son Xavier

- II. **Approval of Agenda** Janda requested approval for Jan Arnold, Alternate for the Park District of Oak Park to attend the meeting remotely. Sletten/Banks **moved to approve Arnold's remote attendance**. The motion was approved. DeSalvo/Raleigh **moved to approve the agenda**. The motion was unanimously approved.
- III. A. DeSalvo/Modrich **moved to approve the September 12, 2017 Regular Board Meeting minutes**. The motion was approved.
- IV. A. DeSalvo/Sletten **moved to accept the September 2017 Financial Report**. The motion was approved.
B. DeSalvo/Sletten **moved to authorize payroll, prepaid disbursements #37840 and ending with check #37854 and authorizes payment of September 2017 payroll and disbursements debit charges and cash transfers totaling \$120,770.55 and authorizes payment of October 2017 payroll and disbursements #37856 and ending with check #37874 disbursements debit charges and cash transfers totaling \$14,829.28 pending the availability of funds**. Roll call vote showed unanimous approval.
- V. **Public Comment** –Birko introduced Teresa Mrozik, Director of the Village of North Riverside's Parks and Recreation Department and her son Xavier. She shared she is excited to be able to offer these important services to the residents of the Village of North Riverside.
- VI. **Under the Foundation Report Kevin Calkins** an Oak Park family whose son Max has benefited from WSSRA services and whose daughter has worked for WSSRA as well. He shared the Foundation had a very successful "Fall in For Our Stars" at the Cheney Mansion on Friday, September 22. This year's event is co-chaired by Lisa Masucci, Karen Mullarkey Kerrins, Lisa Shanahan and Beth Kaplan of Oak Park and River Forest. The evening was filled with delicious food, drink, the Star Pull and Live Auction. Our guests were most generous and helped us raise nearly \$19,000 in profits. The Foundation is once again grateful to the Park District of Oak Park for giving the Foundation this opportunity to host the event at the beautiful Cheney Mansion. A special thanks to board members, Steve Thomas and Mike Sletten for attending and to our **Gold sponsors** Park District of Oak Park & Park District of Forest Park, **Silver Sponsors**, River Forest Park District and the Village of Franklin Park for their continued support. Calkins shared the Foundation is soliciting sports related items and tickets are appreciated as auction items for the upcoming Blackhawks party. The board will meet November 1 to wrap up the year and make final plans for the Holiday Solicitation. He asked anyone to contact Marianne about any donations and pick up arrangements will be made. He thanked everyone for their support.

VII. **Under Committee Reports**

A. **Finance Committee-Modrich** shared the committee met October 10 at WSSRA to continue with the 2018 budget process. Budget discussions included; 2018 Share review, merit, health insurance. The next scheduled meeting is on Tuesday, November 14, 2:15 – 3:45 pm at the WSSRA offices.

B. No Other

VIII. **Unfinished Business**

A. **Accept membership of the Village of North Riverside into WSSRA, Resolution 17-R-05**

Janda reported on September 18, 2017 the Trustees of the Village of North Riverside voted unanimously to join WSSRA. **Janda requested the waiving of the reading of Resolution 17-R-05 Raleigh/Thomas motioned** and the board approved. Janda requested a motion for the Board of Directors to accept the Village of North Riverside as a member of the West Suburban Special Recreation Association as described in the newly Amended Restated Articles of Agreement. **Raleigh/Thomas motioned to approve Resolution 17-R-05** to accept the membership of the Village of North Riverside into WSSRA. By roll call vote the board unanimously approved with 11 Ayes: Mike Sletten, River Forest Park District, Jan Arnold, Park District of Oak Park, Steve Thomas, 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 and 0 Nays.

B. **Approval of 2018 Partner Shares, DeSalvo/Sletten moved to approve the 2018 shares with a 2.1% increase as presented.** A roll call vote showed 11 ayes and no nays. The motion was approved.

C. **No other**

IX. **Under New Business:**

A. **None**

X. **Under Correspondence-** No comments

XI. **Under Board Reports – Sladek reported North Berwyn Park District's bid for the VFW Property has tentatively been accepted. They hope to close before the holidays. Banks reported Clyde Park District all is well with new things to come in the new year! Sletten reported the River Forest Park District's joint discussions with the PDOP and District 200 for the Community Recreation Center continue to move forward. The RFPD offices rehab project will be underway shortly and the new platform tennis courts and Washington tennis courts are open. Raleigh reported the Hawthorne Park District & Clyde Park District merger discussions continue. Schmidt reported the Village of Elmwood Park has over 200 basketball players registered and volleyball is filled as well. Their recent Health Fair had a great showing with over 375 participants in attendance. VEP continues to resolve pool repairs. Wegrecki reported the Village of Harwood Heights will be hosting their Health Fair at the end of November and their gymnastics fall session has begun. Thomas reported the Park District of Forest Park's Roos Building Project is on schedule. They have named it Roos Recreation Center; RRC with the target opening for June 2018. Modrich reported the Park District of Franklin Park just completed the painting of their water slides and their Fall Fest parade and activities. Renovations to Pearl Park are next. DeSalvo reported Norridge Park District is finishing the ceiling work at NRC East, the field renovations and continues with pool work, sandblasting and calking the deck. Arnold reported the Park District of Oak Park is completing a Cistern project at Field Park similar to Longfellow Park's only this 7500 gallon tank will be underground. PDOP is celebrating the receipt of an AIA; American Institute of Architecture award for the Environmental Ecology Center's design. Staff are busy preparing for the Frank Lloyd Wright Run on Oct 22, all things Halloween with the Haunted trolley and Fright Fest at the conservatory. Their work continues on the 2018 budget. Janda reported Berwyn Park District's butterfly garden is almost complete, they hired their new superintendent Mike Gianatasio and had a successful Brew Fest despite the rain. Their new tag line may be "When it rains we pour..."**

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

A. **Reminder on Alternate Share Payment Schedule –Per the Amended and Restated Articles of Agreement, "any**

partner, who has not received an alternate payment schedule for more than two consecutive years, may request and alternate schedule for the payment of the Special Recreation Share. Such requests must be in writing, must describe the reason for the alternate schedule, and be received by WSSRA by November 1, 2017. The WSSRA Board of Directors will vote on the requests at their November 14, 2017 meeting.

B. River Forest Park District's Makin' Tracks 5K Community Run/Walk A Success! Over 263 runners/walkers joined in the Makin' Tracks 5k Run/Walk on Saturday, September 16th, at the Concordia Race Track. WSSRA had over 50 families and friends join in. A special thank you to the RFPD for the positive community awareness this event brings to WSSRA. The net proceeds that WSSRA receives from this event is an added bonus!

C. Fallin' For Our Stars" a wonderful Success! September 22 was a great night for the WSSRF. The guests enjoyed great food, drink and music on a beautiful evening at the Cheney Mansion. This year **Five** distinctive Live Auction packages helped raise nearly \$19,000 in profits. A special thanks to our partners who were able to attend, Steve Thomas from Park District of Forest Park and Mike Sletten from River Forest Park District. It was a fun time for all who attended! Once again a special thank you to the Park District of Oak Park for the use of Cheney Mansion for the event.

D. Schedule Annual visits Birko has begun her Annual visits to the partners. Please schedule a date for her to present the agency's latest Annual report through the 2016 Snapshot.

G. Staff Report: Hart reported

1. **Programs** Fall programs began September 18th and run through November 18th with a few extensions the following week. WSSRA is currently doing a push to increase registration for Fall some programs where openings are still available. We are specifically promoting a new program to start in October called Music Makers hosted by Dynamic Lynks in Oak Park.
2. **Special Olympics Volleyball Team heads to State** The WSSRA Bobcats Volleyball team won first place at the Special Olympic Regional Tournament and will be headed to Rockford for the Fall Games.
3. **Staff** Our Staff Manager is currently hiring additional staff to work both our fall season as well as Inclusion shifts throughout our communities. We've hired 13 new staff between Inclusion and programs.
4. **Inclusion Manager**, Chris Sturm has been busy filling inclusion shifts for several Fall programs. Wendy Springgate our full-time Recreation Specialist who assists Chris, has been out visiting participants and staff at all of the communities we serve. There are currently 37 participants in 42 programs.
5. **Special Events WSSRA** is attending the Early Childhood Resource Fair located at the Oak Park Library, put on by the Collaboration for Early Childhood on October 28th.

H. Staff Report: Foster reported

1. **Conference** He attended the NRPA conference in New Orleans. I found the sessions to be for the most part very worthwhile. I will be sharing conference information with staff.
2. **Office** Staff met with a representative from Heartland Payment Systems (former board member Marty Bracco) to discuss the options of switching to a new credit card system.
3. **Registration Software Update** Staff completed the first webinar training with our Representative from Max Galaxy as we begin the process of implementing our new registration system. We are still on target to go live for December 1, 2017.

XIII. **Adjournment** DeSalvo/Sletten **moved to adjourn** the meeting at 4:20pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko,
Executive Director
mb/Oct 17 minutes