

West Suburban Special Recreation Association

October 8, 2019

Meeting of the Board of Directors

WSSRA Office

2915 Maple Street

Franklin Park, IL 60131

MINUTES

I. Chairman Joe Modrich called the **meeting to order** at 4:03pm those present included:

Mike Sletten, River Forest Park District
Jan Arnold, Park District of Oak Park
Andrew Doss, of Forest Park
Joe Modrich, Park District of Franklin Park
Karin Johns, Village of Riverside
Dennis Raleigh, Hawthorne Park District
Teresa Mrozik, Village of North Riverside

Anna Wegrecki, Village of Harwood Heights
Jeff Janda, Berwyn Park District
Al Schmidt, Village of Elmwood Park, 4:08
Mark Sladek, North Berwyn Park District, 4:02
Larry Banks, Clyde Park District
Annemarie Flaherty, Norridge Park District

Others in Attendance:

WSSRA staff: April Ryan, Annie Hart, Marianne Birko, WSSRF, Rocio Perez

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

III. A. Janda/Raleigh **moved to approve the September 10, 2019 Regular Board Meeting minutes as amended. Roll call vote showed all 12 voted to approve.**

IV. A. Sletten/Banks **moved to accept the September 2019 Financial Report. Roll call vote showed 12 yes votes the motion was approved.**
B. Schmidt/Banks **moved to authorize payroll, prepaid disbursements #38974 and ending with check # 38983 and authorizes payment of September 2019 payroll and disbursements debit charges and cash transfers totaling \$108,605.39 and authorizes payment of October To-Be-Paid disbursements #38984 and ending with check #39004 disbursements debit charges and cash transfers totaling \$72,881.81 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 Perez reported,**

The Foundation has also been busy making the final touches on the upcoming Fall fundraiser “Fallin For Our Stars” at the Cheney Mansion. This year’s event is co-chaired by Karen Mullarkey-Kerrins and Beth Kaplan of Oak Park. 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. Guests will enjoy a Starlit Casino evening with Beer from Mullarkey Distributors, wine and a specialty cocktail. The Casino prize raffles and a Live Auction will provide our guests a full evening of fun! The event will be held on **Friday, October 18 7 – 11pm.** WSSRF hopes all WSSRA Board Members will buy your tickets today online! The Foundation has once again been invited to collaborate with the Pinnacle Yacht Foundation presenting **Blues & Soul Masters “Sons of Chicago”** for a LIVE CONCERT event on Saturday, January 18 at the Wire music venue in Berwyn. This event will have WSSRF collaborating with PACTT as the beneficiary of the concert proceeds. Mark your calendar and join us. We will keep you post on when tickets will go on sale. The Foundation will close the year with their Holiday Solicitation which will be sent out mid-November. Please keep the Foundation in mind while you make any end of the year donations. **Thank you for your continued support.**

VII. **Under Committee Reports**

A. **Finance Committee-** Arnold reported the WSSRA Finance Committee met September 20 to continue their work reviewing the Associations 2020 budgeting. She reminded everyone the detailed recommendations will be shared later in the agenda.

B. **Other**

VIII. **Unfinished Business**

A. **None**

IX. **Under New Business:**

A. **Recommended 2020 Proposed Budget and Budget Narrative Review** Birko presented highlights of the 2020 proposed budget as reviewed and recommended by the Finance Committee. Flaherty requested clarification on the health insurance rebate, Modrich asked about the participation level of the Bi-Annual Adult trip. Staff responded with 15 + participants and approximately 5 staff. Janda commended the staff on putting together a budget that has efficiencies and clear explanations of expenses. The board was asked to share with their respective boards and come prepared to vote at the November 12th board meeting.

B. **Approval of Resolution 2019-05 Appreciation of Service**

Birko presented Resolution 2019-05 thanking Jeffrey Janda for his 23 years of dedicated service as a Board Member to WSSRA representing the Berwyn Park District. His dedication and commitment to the Association board, staff and WSSRA participants is truly an example to others. Help me in thanking Jeff and wishing him well as he moves on to be the Executive Director for the Streamwood Park District.

Raleigh/Arnold motioned to approve the recommended Resolution 2019-05. The motion was approved unanimously

X. **Under Correspondence-** No comments

XI. **Under Board Reports** **Raleigh reported the Hawthorne Park District is** amid \$165,000 renovation where 60% the work is completed in the two parks and playgrounds. Merger talks continue and hope to be finalized by the first of the year. His retirement is pending the completion of the merger. **Johns reported the Village of Riverside** recently closed on the recent building purchase that will be renovated for the Recreation departments programming and office space. They hope to move in early 2020. **Wegrecki reported for the Village of Harwood Heights** that their Village hosted a very successful Craft Fair October 5 & 6 in their new recreation facility. Their new Recreation Director, Mike Grono is busy promoting and getting to program up and running in it. **Schmidt reported the Village of Elmwood Park** is hosted a very successful Get Fit Health Fair on September 28th. Which hosted 40 vendors and 225 guests enjoyed free health screening and a variety of services. They are busy preparing for the Halloween festivities, running Basketball and Volleyball leagues and making repairs to the pool while the weather holds out. **Arnold reported the Park District of Oak Park's** they are busy finishing Stevenson Recreation Centers accessibility and new playground with the hopes of having it completed by December 1st. They will be redoing two parks in 2020; Randolph and Wenonah. They are also meeting with an OP consumer about the Playgrounds for All to discuss options to incorporate more inclusivity in the playground concept. They are currently filling a Recreation Supervisor position and the park district is hosting their first Trunk or Treat and Spooky Skate at RCRC. **Janda reported the Berwyn Park District** is preparing for their big Halloween festivities as well. They are currently replacing their turf at Freedom Park. They recently had a very successful Brew Fest with over 700 attendees. and they recently hired Devin Frenndreis as Early Childhood Manager. **Sladek reported North Berwyn Park District** is preparing for their Halloween festivities including the Halloween House decorating contest, the Fall Pumpkin Patch and Haunted Storytelling events taking place October 24 - 26. **Banks reported the Clyde Park District** had over 100 kids participate in the Houbby Day parade. All is going well for the Fall session and Legal counsel is handling all aspects of the merger with the Hawthorne Park District. **Sletten reported the River Forest Park District's** Making Tracks event was a success with numbers slightly lower than last year and WSSRA will continue to be the recipient of the profits of this event! They will be hosting their Annual Halloween event in collaboration with the Cook County Forest Preserve on October 11th. **Mrozik reported the Village of North Riverside's** Fall unfortunately had to cancel their Autumn Fest due to poor weather conditions. The soccer season is going strong and the Annual Flea

Market was a huge success with 120 vender tables. They are making some staffing changes due to a staff retirement. They are currently seeking front office help and a pre-school teacher. **Flaherty reported the Norridge Park District** is hosting their spooky stories event coming up. They are currently working on a collaboration with Ridgewood High School to figure out how they can complement and not compete in their program offerings. The new Superintendent of Parks is currently working on an Aquatics audit to identify leaks and repairs. The whole district is working on a Master Plan of which the last one was done in 1992 to consider the overall structure of the agency and how it is working. **Doss reported the Park District of Forest Park** celebrated its 85th Anniversary with a great community turn out. They celebrated their 4000-person membership for the Roos Center, and they are completing the construction of cement walkways throughout the park. Their Halloween festivities will take place on October 19th. **Modrich reported the Park District of Franklin Park** enjoyed a beautiful day for the Fall Festival parade and activities. They are in the phase of the Community Center renovations. Banks asked about when the Cannabis law goes into effect and Modrich shared the importance of working in partnerships with schools, local officials and Local town programs to help manage the challenges that lie ahead with this new legalization.

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

A. Reminder on Alternate Share Payment Schedule Please accept this as your reminder of the process you must follow to request an alternate 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, 2019. The WSSRA Board of Directors will vote on the requests at the November 12, 2019 meeting. The alternate schedules can be granted only if all the schedules can be granted. All the schedules must be approved by a vote of two-thirds of those members of the Board voting on the issue at a regularly convened meeting of the Board of Directors. Interest will be charged on the alternate schedules as described in IV. C. Schedule for Payment of Shares of the Amended and Restated Articles of Agreement.

B. River Forest Park District's Makin Tracks 5k Community Run A Success! Over 235 runners/walkers joined in the Makin' Tracks 5k Run/Walk on Saturday, September 21st 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 continues to bring to WSSRA. The net proceeds that WSSRA receives from this event is an added bonus!

C. WSSRF "Fall in for Our Stars" Fundraiser Friday, October 18th. Mark your calendars for the Foundations second annual fundraising event; "Fall in for Our Stars" cocktail party & Starlit Casino night that will be held at the lovely Cheney Mansion in Oak Park courtesy of the Park District of Oak Park. WSSRF is still looking for Sponsorships and donations for the Casino prizes. Of course, we would love to have you as our guest too! Please send your sponsorship and support to WSSRA. Registration is live on the WSSRA website. Hope to see you there.

D. Annual Visits Birko continues with her 2019 Annual visits tour presenting highlights of 2018. Book your date now for your presentation this year.

E. Staff Report: April Ryan, Superintendent of Recreation reported

- 1. Programs** Fall programs are underway. WSSRA signed a collaboration agreement with Cicero School District 99 and will begin offering programs to students in November. WSSRA is excited to launch our new Sibshops program at Proksa Park on October 12.
- 2. Special Olympics** WSSRA earned 2nd place at the Special Olympics Volleyball tournament on September 29 and will compete in the ITRS volleyball tournament on October 6th. Opportunity Knocks
- 3. invited WSSRA athletes to play a game against the OK Warriors in their annual OK Classic Softball Tournament on October 5 at the Park District of Forest Park.**
- 4. STAFF** Our Staff Manager, Carla Pakenas, continues to search for additional staff to start in our Fall season. She has been busy recruiting staff at various colleges and high schools within our partner communities.

5. **Special Events** WSSRA is getting ready our annual Polar Express event on December 14. We are excited to offer another sensory sensitive Cookies with Santa event in collaboration with the Park District of Oak Park on December 18 the Cheney Mansion.

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

1. **Inclusion** We currently are serving 51 participants inclusively in 69 programs this fall season. Inclusion Manager, Chris Sturm, and Recreation Specialist, Mia continue to support Inclusion Aides and participants this fall while visiting program sites.
2. **Transportation** We are continuing the process of hiring a new driver, in the anticipation of Larry Feldt's retirement. The position was posted as of 9/5. All vehicles have been checked out and are ready for our fall season.
3. **Safety** I attended PDRMA's Driver "Train the Trainer" course on October 3rd. I'm also scheduled to attend the PDRMA workshop "Your Role in Claims Reporting" on November 20th.

J. No Other

XIII. Janda/Raleigh **moved to adjourn** the meeting at 4:47pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko
Executive Director
mb/Oct 19 minutes