

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

December 17, 2009

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:06 a.m. by Director Leonard. The meeting was held at the Summit Park District, Summit, Illinois

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
SUMMIT PARK DISTRICT	TOM SUHS
POSEN PARK DISTRICT	TJ WHITCOMB
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
WORTH PARK DISTRICT	CARLO CAPALBO
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO
JUSTICE PARK DISTRICT	JOE VALLEZ
ALSIP PARK DISTRICT	MIKE BAIARDO (alternate)

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER

ABSENT:

BLUE ISLAND PARK DISTRICT	JANE KAWANNA
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ADDITIONS OR REVISIONS TO THE AGENDA: Executive Director Chesna said we will need to discuss the possibility of additional work being done at the Worth building.

CITIZENS TO BE HEARD

APPROVAL OF MINUTES OF NOVEMBER 18, 2009

Motion made by Director Capalbo to approve Minutes of Regular Meeting held on November 18, 2009. Motion was seconded by Director Gleason. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Gleason. Director Whitcomb made a motion to approve the Treasurer's Report with a combined ending balance of \$175,737.09 plus a certificate of deposit in the amount of \$248,000. The motion was seconded by Director Dziallo. Roll was called with all directors voting yes. The motion carried, 8—0

EXECUTIVE DIRECTOR'S REPORT

A. DECEMBER HIGHLIGHTS

Executive Director Chesna reported that our Feed the Hungry went very well. Midlothian Park District was really a good place to hold it. We had about 180 clients with staff. Santa's Landing took place on December 5th. With our move to Worth, it ended up being convenient to pack everything up. We had

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the offices painted afterwards and had the carpets cleaned. The Summit Support Group had about 35 people registered, but we had to cancel due to the situation with Lula and no coverage. We are trying to get into the Justice School District. Joe Vallez from Justice stated that he had a meeting this week with the major. Holiday Magic at Brookfield Zoo was well attended. There was one young boy who was in a wheelchair, and the assigned staff wasn't trained to operate the lift on the van. We asked the family to transport him, and we gave the whole family free tickets and free parking. Actually, we had received all of the tickets complimentary from Matthew Mayer at Brookfield Zoo. Lori mentioned that Director Suhs borrowed one of the vehicles for one of his trips and explained that these vehicles are available to any of the member districts as long as the insurance and lease agreement is in order. Christmas at Georgio's will take place tomorrow. The Support Group Holiday Party will take place at Worth on December 21st. We are buying pizza, and we will play trivia games.

B. EMPLOYEE/VOLUNTEER OF THE MONTH

Nadia Equahia was named Volunteer of the Month. Nadia is a student at Moraine Valley Community College and has been a big help to Lula since she is bi-lingual. She volunteers for us on a regular basis.

C. INTRODUCTION OF WILL HELLING – RECREATION SPECIALIST

SWSRA gave Will a warm welcome. Unfortunately, he had his car broken into last night and was unable to attend today's meeting.

D. FREEDOM OF INFORMATION ACT APPOINTMENT OF OFFICERS

We need to appoint officers for the Freedom of Information Act. It is required by law that each public entity appoint one officer. Marge Cozzone will be the main officer, and Lori will be the alternate. This has to be approved by January 1, 2010. Lisa Madigan's office will offer training on line in January. Director Whitcomb made a motion to appoint Marge Cozzone as the Freedom of Information Act Officer and Lori Chesna as the alternate. Director Capalbo seconded the motion. All Directors were in agreement; none opposed.

E. SSPRPA SALARY SURVEY

The salary survey in which SWSRA participated will be out next week. This should be helpful for preparation of the 2010-2011 budget. All of the agencies who participated will get a copy of the results.

F. US PARALYMPICS ATHLETE SEEKING ASSISTANCE WITH "GOAL BALL"

The Director of the U.S. Paralympics notified us that a resident from Alsip needs assistance with the sport of Goal Ball. He needs to rent the gym for this. Lori wasn't familiar with this sport, but researched it. SWSRA will meet with him to discuss further plans.

G. SWSRA SPRING/SUMMER BROCHURE

Denise is working on the Spring/Summer Brochure. Lori asked the board members to provide us with any of your free events. We will list them in our brochure and utilize them. We will do a community service page on this. We are in the process of finalizing this. Denise didn't attend today's meeting because she was working on all of this.

H. "NEW" FEBRUARY FUNDRAISER "HEARTS FOR SWSRA"

We have done a fundraiser in the past with this theme, and Denise has picked up on this idea and is refreshing it. We will print at least 500 of these. We plan to distribute them at various establishments, high schools, etc. We will see who can sell the most and give a trophy or award to them. We will ask each board member to take approximately 20 and try to sell them for \$1 each.

I. VEHICLES

Joe Schmitt was recently hired as our vehicle fleet manager (part time) to stay on top of preventive maintenance, reporting and inspections.

J. SWSRA AUDIT

Please read this over and when we come back next months, we can approve it.

ATTORNEY'S REPORT - None.

CORRESPONDENCE – None.

COMMITTEE REPORTS

A. RECREATION - No report.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Whitcomb to approve bills for the month of November, 2009 in the amount of \$24,070.44. Motion was seconded by Director Dziallo. Roll was called with all Directors voting yes.

The motion passed 8 —0.

C. PLANNING & POLICY – No report.

D. PUBLIC RELATIONS - No report.

Lori suggested that since we really don't have any active committees, we should form some committees like the ones we used to have in the past. We will do this in January and see who wants to be on what committee.

OLD BUSINESS

Director Leonard asked for a final cost on the Worth building renovation. We need to have a summary of what the total investment is that SWSRA has in Worth.

Director Gleason asked about the Master Plan and where we were at with the goals that we set. Lori responded that Director Leonard had also asked about this last month, and that she intends to start working on it to include in an annual report.

NEW BUSINESS

Director Whitcomb made a motion to go into Executive Session to discuss an employee issue at 10:40 a.m. All board members were in favor; none opposed. At 10:50 a.m. Director Leonard made a motion to adjourn the Executive Session and return to the normal order of business. The motion was seconded by Director Dziallo. All board members were in favor; none opposed.

Motion was made by Director Leonard to adjourn the meeting. Motion was seconded by Director Whitcomb. All Directors were in favor, none opposed. Meeting adjourned at 10:51 a.m.

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