

**West Suburban Special Recreation Association**

**January 9, 2024**

**WSSRA**

**2915 Maple St, Franklin Park, IL**

**MINUTES**

**I. Chairperson Ron Malchiodi called the meeting to order at 4:03pm those present included:**

Jake Worley-Hood, Park District of Oak Park

**remote attendee**

Jackie Iovinelli, Park District of Forest Park

Dan LoCascio, Park District of Franklin Park

Ron Malchiodi, Village of Riverside

Anna Wegrecki, Village of Harwood Heights

**remote attendee**

Sletten, River Forest Park District

Greg Stanczyk, Veterans Park District

Cathy Fallon, Berwyn Park District **remote attendee**

Kelly Diaz, North Berwyn Park District

Annemarie Flaherty, Norridge Park District

**Others in Attendance:** WSSRA staff: Annie Hart, April Michalski, Marianne Birko,

**Not in Attendance:** North Riverside EA, Village of Elmwood Park EA

**Approval of Remote Attendees meeting Qualifying Event:** *Iovinelli/Stanczyk motioned to approve, and the vote was unanimously approved*

**II. Approval of Agenda** *Iovinelli/Stanczyk motioned to approve the agenda. The motion was unanimously approved.*

**III. Approval of the Consent Agenda** *Flaherty/Iovinelli motioned to approve the Consent Agenda including the December 12, 2023, Minutes, December Financial Report, and Disbursements for December 2023. Acceptance of 2024 Partner Appointments, Election of Officers, Committee Appt, Committee Tasks for 2024 and the Safety Policy statement and IAPD membership renewal; Roll call vote showed 10 yes votes, and the motion was approved*

**IV. No Public Comment**

**V. Under the Foundation** *Birko reported for the WSSRF: Happy 2024 All!* The Foundation hosted their last meeting of the year on November 16, 2023 via Zoom. They closed 2023 raising nearly 82,000 in funds. This includes the funds raised with Giving Tuesday and Holiday Solicitation is estimated at raising \$17,531 dollars to close the year. The Executive Committee meets this week to update and finalize the 2024 Budget, update the 2023 goals, and plan the 2024 goals. The Foundation will host their Annual meeting on Wednesday January 17<sup>th</sup> to celebrate their 2023 successes and plan for 2024. Included in their plans are the following 2024 events: the Family Bowl-a-thon, Derby Gala planned for Saturday, May 4, 2024, Bocce Ball Tournament, Pickleball Tournament, Fallin For Our Stars, Tuesday Giving & Holiday Solicitation. WSSRF will send out notice shortly to collect donations for their next events, the Bowl-a-thon and Derby Gala. Thank you for your continued support throughout the year!

**VI. Under Committee Reports No Reports**

**VII. Unfinished Bus Acceptance of the 2024 Chairperson & Vice Chairperson**

A. **Nominating Committee** Chair Iovinelli recommends Ron Malchiodi as the 2024 Chairperson and Jan Arnold as the 2024 Vice Chairperson. *LoCascio/Sletten motioned to approve Ron Malchiodi as the 2024 Chairperson and Jan Arnold as the 2024 Vice Chairperson. Roll call vote showed 10 yes votes, and the motion was approved*

B. **Park District of Forest Park Building Updates** The Forest Park School Board held a meeting on December 14<sup>th</sup>, and they are still deciding on what they want to do with the building. The park board has ideas and are keeping their options open. Options include expanding Roos or the Main building or building across the street. The Park District of Forest Park board is interested in meeting with architects at conference to discuss additional opportunities.

C. **Approval of the PLFAW Policy 3.13** *Iovinelli/Stanczyk motioned to approve the Paid Leave for All Workers Policy 3.13 that went into effect January 1, 2024. Roll call vote showed 10 yes votes, and the motion was approved*

D. No Other

**VIII. Under New Business**

A. **Approval of Grace Kenney Accounting Services** *Flaherty/LoCascio motioned to approve Grace Kenney as the CPA & Accounting Services to complete the WSSRA Monthly Financial reports. Roll call vote showed 10 yes votes, and the motion was approved*

B. **Executive Director Goals**

The Board of Directors acknowledged Birko's goals with no questions.

- C. **Approval of 3-year Transportation Bid process** Iovinelli/Stanczyk motioned to approve the 3-year Transportation Bid process as presented. Roll call vote showed 10 yes votes, and the motion was approved
- D. **Approval of the Amended 2024 Budget** Birko explained staff has proposed amending the 2024 budget by adding \$41,000 to the Carry-over due to a past Summer Day Camp transportation bill that has not been received despite our efforts to clarify with the company. Iovinelli/Sletten motioned to approve the Amended 2024 budget. Roll call vote showed 10 yes votes and the motion was approved.
- E. **No Other**

IX. Under Correspondence **No Comments**

- X. Under Board Reports LoCascio reported the Park District of Franklin Park is getting ready for the start of Winter programs including a collaborative Basketball league with Norridge Park District. Sletten reported Birko presented to the River Forest Park District Board last night and their basketball league is starting too. Diaz reported the North Berwyn Park District's winter programs have started, and they are also preparing for their Valentine's events too. Iovinelli reported the Park District of Forest Park "Where Every Day Is A Walk in the Park" are finishing their OSLAD grant park project and getting ready for the second OSLAD grant project, Remembrance Park. They are all looking forward to conference where their board will be concentrating on meeting with potential architects to help them strategize for their upcoming building project. She reminded the board that she and Jeff will be presenting on Saturday on "Strategic Leadership While Going Through A Crisis." It is Saturday, January 27 at 12:30pm, all are invited! Flaherty reported for the Norridge Park District that winter programs are underway, the pool project is coming along, and they are conducting a second round of interviews for the Superintendent of Parks position. She is looking forward to conference and they will have one board member in attendance. Stanczyk reported the Veterans Park District has released their Winter/Spring catalog and program offerings. Included in those offerings is two new family events: Family Fiesta and Indoor Remote-Control Car Challenge which will take place on April 5. They are also concentrating on seasonal hiring timelines for aquatics and summer camps. Malchiodi reported the Village of Riverside had it's kick off meeting for the Master Plan project. The brochure went out last week and planning meetings have begun for the 150th Anniversary of the Village in 2025. Fallon reported the Berwyn Park District is also working on its Master Plan project. The consumer surveys are out, and they look forward to the results. They are busy developing new programs and events, getting ready for summer. Worely-Hood reported the Park District of Oak Park's CRC is going strong surpassing all expected enrollment and membership goals. They too are heading into the Strategic Master Plan process in the next year. Wegrecki reported for the Village of Harwood Heights Youth Commission programs have begun, the Recreation Center is open for business. Birko will be doing her Annual report at next week's Thursday meeting and Happy New Year all!

XI. Executive Director's Report Birko Reported

- A. **Board Responsibilities and Expectations** Annually the Board of Directors and Alternates are asked to commit their support to the Association. Please sign that you have reviewed and understand the list of Responsibilities and Expectations in this role. You are welcome to bring the signed document to the meeting or e-mail it to me.
- B. **WSSRA Staff will attend the IPRA Annual Conference** Eleven Full-time staff are scheduled to attend the IPRA conference on January 25-27, 2024.
- C. **WSSRA will Co-Host the In-person Legislative Breakfast/Brunch on Friday, February 23, 2024, with the Park District of Forest Park. This event is scheduled to begin at 11:30am.** More information will be forthcoming on the platform to be used. A formal invite will be sent via e-mail to local Legislators & WSSRA Board Members. Please extend this invitation to your board members and RSVP your attendance to Birko. Thanks to the Park District of Oak Park and the Park District of Franklin Park for their willingness to host. We will continue to rotate it annually.
- D. **WSSRA Derby Gala 2024** Mark your calendars for Saturday, May 4, 2024, when the WSSRA/WSSRF will host the 22nd year of this very successful event. We plan to once again be at D'Agostino's in River Grove from 4:00 – 7:00pm. Mark your calendars and plan on attending!
- E. **Partner Annual Presentations** Birko is scheduled to present to the Village of Harwood Heights on Thursday, January 11, 2024 and Tuesday, February 6<sup>th</sup> to Berwyn Park District. Call or email Birko with dates and times that work for you in 2024.
- F. **Staff Report: April Michalski, Superintendent of Recreation reported**
  - 1. **Winter Programs** Winter program registration is underway. Our season begins on January 29-March 23. To minimize waitlists, we added additional sessions to several programs in the winter and spring including, Bobcats Swim Team, Saturday Bowling, Powerlifting, Tumbling, Gymnastics and Little Sports. Families are excited about the expansion

of our Community Cruisers Adult Day Program; the program will run on Wednesdays at the Elmwood Park Community Recreation Center and on Fridays at Norridge Park District. Activities will include field trips, service projects, fitness, cooking and more!

**2. Special Olympics**

1. **Snowshoeing** We are gearing up for the Special Olympics Snowshoeing Competition. WSSRA has 6 athletes competing on January 6<sup>th</sup> at Hoffman Estates High School, gold medal winners will advance to the Special Olympics State Winter Games in February.

2. **Basketball** The Special Olympics Basketball Tournament is on January 21<sup>st</sup> at Oswego East High School. WSSRA has three teams competing with 42 athletes in total.

3. **Hiring Updates** WSSRA is hiring seasonal staff to work Winter/Spring programs and inclusion. We are also seeking a seasonal part-time Lekotek Leader to assist with our Lekotek Toy Lending Program. For more information or to apply, applicants can visit our website at [wssra.net](http://wssra.net).

4. **Inclusion** Winter Inclusion requests are coming in! Please send notifications to Chris as they come in. Also, as we head into the new year, think about training opportunities for WSSRA to conduct with staff. Trainings can be scheduled with our Inclusion Manager, Chris Sturm, at [chriss@wssra.net](mailto:chriss@wssra.net).

**G. Staff Report: Annie Hart, Superintendent of Business reported**

1. **WSSRA Marketing** WSSRA PR Coordinator, Nicole Walsh would like to host another PR/Marketing Roundtable with all of our member districts. Please alert your Marketing and PR staff to look out for an invite from Nicole later this month.

2. **Office** Staff have spent time over the past few weeks cleaning and organizing in the Lekotek office to create an office space for our most recently hired Recreation Specialist.

3. **Vehicles** Staff have given a lot of positive feedback about the new minivan. It has a backup camera and additional safety features that our older minivan does not have. Later this month Nicole will be completing the design for the minivan wrap. 2024 is a bid year for our Day Camp transportation. Once the notice is approved, we will get it posted.

**H. No Other**

XII. **Closed Session** None

XIII. **Adjournment** *Iovinelli/Diaz motioned to adjourn the meeting at 5:05pm. Motion was unanimously approved*

Respectfully submitted,



Marianne Birko, Executive Director

mb/ January 24 minutes