

West Suburban Special Recreation Association

September 13, 2022

Village of Riverside Recreation Department

43 E Quincy, Riverside

MINUTES

- I. Chairman Jackie Iovinelli called the **meeting to order** at 4:10pm those present included:
Approval of Zoom Attendees: Sletten, Wegrecki, Stanczyk, Arnold/Fejt motioned to approve Zoom Attendees, Motion was approved.
Mike Sletten, River Forest Park District (Zoom)left
4:30pm
Jan Arnold, Park District of Oak Park
Jackie Iovinelli, Park District of Forest Park
Dan LoCascio, Park District of Franklin Park
Ted Gruber, Elmwood Park
Greg Stanczyk, Veterans Park District(Zoom)
Others in Attendance:
WSSRA staff: April Ryan, Annie Hart, Marianne Birko,
Nicole Collier, Village of North Riverside
Sandy Fejt, Berwyn Park District remote
Ron Malchiodi, Village of Riverside
AnneMarie Flaherty, Norridge Park District
Anna Wegrecki, Village of Harwood Heights arrived 4:15pm
Janet Mackin, North Berwyn Park District
- II. **Approval of Agenda Arnold/Fejt motioned to approve the agenda. The motion was unanimously approved.**
- III. **Approval of the Consent Agenda Arnold/Fejt motioned to approve the Consent Agenda including the July 12, 2022, Minutes, Financial Report & Disbursements. Roll call vote showed 12 yes votes, and the motion was approved**
- IV. **No Public Comment**
- V. **Under the Foundation Birko reported on behalf of the Foundation Board, The WSSRF is currently focusing on three upcoming events:**
Event 1 The John Lannefeld Memorial Bocce Tournament was held On September 10th at the Village of Elmwood Park's. It was a tremendous day thanks to the support of the VEP. We sold out the 16 teams which doubled the participation from last year and raised 6,100 in profit! A special thanks to Ted Gruber and his team for their support!
Event 2 WSSRF will welcome back the in-person "Fall in for Our Stars" Casino Night at the Cheney Mansion on Friday October 14, 2022. The invite is in your packet. So, mark your calendars and plan to join us. WSSRF is collecting gift cards or donations of \$25 or more for the STAR PULL! Contact Marianne if you have something to donate.
Event 3 Holiday Solicitation will go out in November. **Event 4** Holiday Concert on December 10 at the Thatcher Woods Pavilion. The Foundation Board of Directors thanks for your continued support.
- VII. **Under Committee Reports**
 - A. **Finance Committee** Arnold shared the Committee met on August 12 & September 7 to discuss 2023 Shares, budget planning, and health insurance. Details were shared later in the agenda.
 - B. **No Other**
- VIII. **Unfinished Business**
 - A. **Park District of Forest Park Building & Land purchase Update** Iovinelli updated the WSSRA Board of Directors on the Park District of Forest Park's land purchase agreement. They have secured the perimeter of the property and will begin demolition once the current lease is up September 30th. Property development and discussions of a capitol campaign have continued with the Park District of Forest Park Board.
 - B. **No other**
- IX. **Under New Business:**
 - A. **Acceptance of New Finance Committee Members** WSSRA lost Joe Modrich and Teresa Mrozik to retirement and job changes. Birko invited Annemarie Flaherty, Norridge Park District Director, Ron Malchiodi Village of Riverside, Dan LoCascio, Park District of Franklin Park and Jim Parenti, the Village of Elmwood Park to join the committee. All have accepted. **Arnold/Fejt motioned the WSSRA Board of Directors approve Annemarie Flaherty, Dan LoCascio, Jim Parenti and Ron Malchiodi to the WSSRA Finance Committee. The motion was approved**

- B. Approval of 2021 Audited carry-over** Birko shared per the 2021 approved audit WSSRA has a carryover of \$54,003. Per the WSSRA Carry over policy 50%;\$27,002 goes to the Partner shares and 50%;\$27,001 goes to the WSSRA Facility Fund, which is currently at \$364,884, bringing the new total to \$391,885. The Finance Committee recommends the WSSRA Board follows the WSSRA Fund Balance Policy and split the \$54,003 dollars from the 2021 carryover funds; 50% \$ 27,001 goes to the Facility Fund and 50% \$27, 002 goes back to reduce the partners shares in the 2023 budget. Come prepared to vote at the October 11, 2022, meeting.
- C. Present 2023 Preliminary shares** Birko reported the WSSRA Finance committee reviewed and recommends the 2023 Partner Shares with no rate increase as noted in the share chart included in the packet. She shared the following highlights
- WSSRA has not increased shares since 2019. In 2020 there was a reduction due to COVID-19, 2021 \$75,000 reduction, 2022 \$50,000 reduction & 2023 proposed 0% based on the 2022 level.
 - Reminder the overall partner shares have been reduced the last two years by \$125,000 due to the efforts of staff to reduce expenses in this current climate. As we return to normal levels of service and the increases in minimum wage go in affect, we will need to increase the shares accordingly
 - The shares chart show the 2021 carry-over reduction of 27,002.
 - The shares show the 2020 EAV's as the 2021 EAV's are not available and will likely not be available until as late as December 2022.
 - All Population numbers reflect the 2020 Census

Birko noted these are preliminary shares as we are waiting on final information from the Village of Harwood Heights overlapping properties. The formula at the bottom of the chart has not yet to be updated. Arnold reminded the Board the WSSRA staff continues to do their part to be fiscally responsible and when participation returns to normal there will be increases to the shares. Birko asked the Board to come prepared to vote on the approval of the 2023 shares at the October 11, 2022, board meeting.

D. No Other

- X. Under **Correspondence-** Birko noted the Photos of the new bus wraps in the correspondence file.
- XI. Under **Board Reports** Mackin reported North Berwyn Park District had a highly successful Annual 2022 Corrida Del Mariachi 5k run race. It was an enormous success despite the weather delay of 30 minutes. There were over 600 runners and with all of the new logistics with vendors plus adding the car show added to the success. Now they are waiting for fall programs to begin. Gruber reported the Village of Elmwood Park's "Taste of Elmwood Park was its biggest success yet with over 40,000 attendees, 10,000 each day of the event. The new Roller Hockey rink sponsored by the Chicago Wolves is open! They are currently looking into the development of pickle ball courts. Their community just enjoyed the Sip and Stroll with over 750 in attendance. Next years are thinking of hosting a Whiskey & Bourbon event. And all Fall programs are just getting started. Collier reported for the Village of North Riverside's Fall Fun Guide is out, preschool started, Autumn Fest is on Friday, September 16 and the Flea Market was rescheduled for this Sunday due to poor weather on its original date. October is also busy with lots of Halloween events to prep for. They are doing their best to stay afloat with one less person in the office. Flaherty reported the Norridge Park District is wrapping up summer, the pool is closed, and preschool has started. They are finally making some traction on hiring staff to take folks off the waitlists. They recently hired a bus driver and Assistant director for pre-school and the before and aftercare program. They still need more lead teachers to accommodate waitlist. The pool project officially kicks off on Thursday. They are working with FGM Architects and IHC as construction manager, looking to open new pool for Summer 2024 season. Their Finance Director is also retiring in January so more changes ahead. Arnold reported the Park District of Oak Park is hosting their Fall Fest on September 25th and they are expecting large crowds. The Community Recreation Center; CRC construction project moves ahead. They are on schedule to be turned over April 6 with the official opening TBD. The PDOP will have 3 of 5 board members up for re-election in April. They recently had a surge in electricity this summer during a summer storm which caused an ice melt which they then had to build back up. This gave them the opportunity to repaint and for the first time they hired an outside firm, and it looks great! They are working with Jason Anselment from IAPD to look at securing Federal Sustainability dollars for their upcoming projects. Arnold reminded the board there are

person. So far, the race registrations are great for the October 16. They are still looking for volunteers for the event. They will be attending NRPA next week with 5 staff and 5 board members and hope to come home with a Gold Medal! Oak Park also secured PDRMA's Bill Hooker for a 3-hour training on how certificate of insurance should be written. She recommended others pull together to do such a workshop. Fall is very busy with October 1 registration opening for holiday events. Arnold reminded the Board that OSLAD has more funding this year and encouraged all to apply by the deadline September 30. **LoCascio reported the Park District of Franklin Park** is getting ready for their Fall Fest parade October 2. They recently hired 3 Full time staff so as of this moment they are fully staffed across the district. They are excited to report that one of their very own lifeguards got the Ellis Golden Award and they too are preparing for fall programs to begin. **Fejt reported the Berwyn Park District** just completed a highly successful Music in the Parks series and they also hosted a Fiesta Latina event. This new event ties the Monarch butterflies Journey to Mexico. October 8th they will be hosting the 8th Annual Brew Fest and they too are preparing for Halloween events for October. As of yesterday, they did the formal ribbon cutting of the New Freedom Park Kaboom playground. It is already getting a lot of use with daily visits by Pershing School kids. The best part of the project is the kids got to be a part of the playground design. NBPD currently has 4 open positions and lastly the Board has accepted my resignation "I am delighted to be retiring with my last day as November 31." Fejt hopes to land part-time public service work planting trees. **Malchiodi reported the Village of Riverside's Recreation Department** is grateful for this new building. It was an American Legion building, but it originally housed the Recreation department many years ago. This space has doubled their program space and gave them additional storage and office space. It was a busy summer, and they are back running the before and after school program, so they went right into fall and staffing continues to be challenging. Recently the Village President was asked to host the Tour De Proviso on October 1 and they already have 300 riders registered. Bike riders will enjoy a 6-mile ride through Riverside and the Brookfield Zoo. Following the ride guests will enjoy an information Expo event with various vendors, including WSSRA. The Riverside Recreation Department will also be hosting the RBHS cross country event, and their soccer season has begun and coming up they have the ever popular "Touch A Truck" event on Sept 22 and of course the Haunted Drive Thru on October 15. **Stanczyk reported the Veterans Park District** in August hosted the Annual Softball Tournament and Bocce tournament. They did well in sponsorships this year raising over 15,000 for Softball Tournament. They wrapped up camp and their concert series and they recently closed the Bulger Park Preschool location, as they need to find the qualified staff needed to reopen. They are currently planning Autumn Fest taking place on October 1, Haunt on Hirsh on October 21, and Breakfast with Santa. Registration opens on October 1. **Wegrecki reported the Village of Harwood Heights** continues with their 75th Anniversary celebrations with their 4-day carnival in August, Free tree planting on September 20 where 50 donated trees from the Morton Arboretum will be given away. They will be holding the Car show on September 25 8-1:30, and their Annual Craft Fair on October 1-2. **Iovinelli reported the Park District of Forest Park's** splash is not finished and Arnold got her dinner as promised...They are applying for OSLAD grant funds for the Pocket Parks throughout the village, They will be going to bid for the 3rd pocket park in October. The Annual Softball tournament was once again a tremendous success, bringing in up to 10,000 people. They were happy to close the pool after an incredibly challenging season. The WSSRA WQDS was amazing and their numbers in programs are back to 2019. PDFOP is looking forward to Trunk or Treat at the end of the month. They will be sending 2 staff and a Board member to NRPA. Lastly, they currently hiring for a Recreation Supervisor specializing in Aquatics and Special Events. Help spread the word...

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, 2022. The WSSRA Board of Directors will vote on the requests at 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. Director attends NRPA Birko will be attending the National Recreation and Park's Association Conference September 20 – 22. She has not been to NRPA since 2018.

C. Recognition of Joe Modrich's Retirement Birko will recognize Joe Modrich at the October 11, 2022, meeting.

D. Birko Attends Partner Events In effort to continue to be an engaged partner, WSSRA makes a tremendous effort to be present at Partner events by having an information table to connect with the public about WSSRA. Birko recently assisted with the Park District of Forest Park's Softball Tournament, assisted with the Berwyn Park District Kaboom Playground build and the End of Summer Picnic as well as the North Berwyn Park District's Annual 2022 Corrida Del Mariachi 5k run. All were tremendous events and opportunities to engage with community leaders and community members!

E. Makin' Tracks Community Run/Walk River Forest Park District is hosting their Annual Makin' Tracks event next Saturday, September 17, proceeds benefit WSSRA. For more information or to register, visit <https://rfparks.com/makin-tracks-5k-walk-run>. Come show your support and join in the run/walk! We would love to see there!

F. WSSRA/WSSRF Annual John Lannefeld Memorial Bocce Tournament WSSRA/WSSRF Annual John Lannefeld Memorial Bocce Tournament Join us for our Annual John Lannefeld Memorial Bocce Tournament. The event is named in honor of the memory of John Lannefeld, former WSSRA Board member who passed during COVID. Thanks to the support of the Village of Elmwood Park and Ted Gruber this event has sold out with 16 Teams playing in Tournament! In addition to the game play participants, spectators and friends can support the event through raffle ticket purchase and bidding on the silent auction. Join in the Fun this Saturday, September 10 from 4:00 – 9:00pm at the CRC of Elmwood Park. Click on the link and join in the FUN!
<https://one.bidpal.net/wssrabocce2022/welcome> Thanks for your support!

G. WSSRF "Fallin for Our Stars" Fundraiser Friday, October 14th. Mark your calendars for the Foundations second annual fundraising event; "Fallin 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. Sponsorship requests have been sent to over four hundred local businesses. The Foundation is looking for your support with donations for the Casino prizes. Possible donations could include pool passes for 2023 season, program certificates, ice arena passes, and parties for a value of \$25 and up. Please send your sponsorship and support to WSSRA. Registration is live on the WSSRA website. Hope to see you there. Arnold reminded Birko this event conflicts with the Best of the Best IAPD Awards night.

H. Staff Report: April Michalski reported

1. **Summer Overnight Trip** WSSRA had nine participants attend our summer overnight to Camp Henry Horner on August 12-14. Staff and participants had a wonderful time on the trip, participants enjoyed archery, lake activities, swimming, a climbing wall, ziplining and more.

2. **Fall Programs** Fall registration is underway and programs are set to begin on September 12-November 12. We are offering approximately sixty weekly program and special event opportunities this fall, including a couple of virtual programs. We are excited to offer a new Fun Appetit Cooking Club program funded by the Berwyn 708 Community Mental Health Board. The program is targeted for youth and will focus learning basic cooking skills, kitchen safety and preparing and enjoying delicious recipes.

3. Special Olympics

- a. **Softball** The Special Olympics regional Softball Tournament was cancelled due to inclement weather. The Bobcat's White team was selected to participate in the state softball tournament in Springfield on September 10-11.
- b. **Golf** The Special Olympics golf tournament was held on August 2; three athletes received gold medals and will advance to the state golf skills tournament on September 10-11 in Decatur.
- c. **Bocce** WSSRA has fourteen athletes competing in Special Olympics regional bocce tournament at Grant Park in Northlake on September 17. Athletes that receive a gold medal will advance to the state summer games in 2023.

- d. **Basketball** Basketball season is fast approaching and will kick off on October 4. we currently have thirty-four athletes registered and anticipate returning to three teams this season.
- e. **Inclusion** WSSRA supported eighty-two participants in 240 inclusive programs and day camps this summer. Fall inclusion requests are coming in, we are currently serving seventeen participants in afterschool and inclusion programming. Please note any requests coming in will take a minimum of two weeks to secure staffing.

2. Hiring Updates

- a. **Recreation Specialist Position** Recreation Coordinator, Bethany Pastrana, resigned from her position with WSSRA, she accepted an Inclusion Manager position with SEASPAR. We hired Katrina Rietveld as a Recreation Specialist. Katrina will be overseeing school collaborative and inclusion programming, her first day is Tuesday, September 6. Katrina graduated from Illinois State University with a degree in Recreation and Park Administration, Therapeutic Recreation. She has experience working with different SRA's. Most recently, she has worked in the behavioral health field and is excited to return to Therapeutic Recreation in a community-based setting.
- b. **Fall Intern** We are excited to have Davie Romine intern with this fall, he is working towards completing his bachelor's degree from Illinois State University in Recreation and Parks Administration, Recreation Management. David has worked with the Park District of Oak Park for the past several years, we look forward to showing him the Therapeutic Recreation side of the Recreation field!
- c. **Seasonal Staff Updates** Our Staff Manager, Maria, is busy recruiting for fall seasonal staff. We will be attending several job fairs in September at local high schools and at Morton College on October 5.

I. Staff Report: Annie Hart reported

- 1. **Transportation** We wrapped up the summer having transported sixty-four participants daily to/from Day Camp. RichLee Bus Company was easy to work with and communicated and issues very well. We have received the bus back from the body shop last week and it is currently getting wrapped. We now have our full fleet of vehicle back and all but one have been wrapped with our updated logo. After posting a Part-time Driver position several weeks ago, I was able to hire back a former driver, Frank Quaranta. Frank has driven for WSSRA for several years and knows a lot of the participants he will be transporting.
- 2. **Safety** After a challenging summer with seeing more aggressive behaviors at camp we decided to send more full-time staff to Handle with Care Train-the-Trainer Conference. We now have three staff fully certified to train WSSRA staff on Handle with Care. Staff is working together to create a series of trainings for our seasonal staff to arm them with tools for behavior management. We made the change last August from CPI to Handle w/ Care based on the recommendation from PDRMA.

J. No Other

XII. Closed Session None

XIII. Possible Action following closed session None

XIV. Adjournment Arnold/Malchiodi moved to adjourn the meeting at 5:25pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko, Executive Director

mb/ Sept 13,22 minutes