

West Suburban Special Recreation Association

January 10, 2017

Annual Meeting of the Board of Directors

Held at: WSSRA Office

2915 Maple St, Franklin Park 60131

MINUTES

I. Chairman Jeff Janda called the **meeting to order** at 4:08pm those present included:

Mike Sletten, River Forest Park District
Katherine Porreca, Park District of Oak Park
Steve Thomas, Park District of Forest Park
Joe Modrich, Park District of Franklin Park
Mark Sladek, North Berwyn Park District

Larry Banks, Clyde Park District
Dennis Raleigh, Hawthorne Park District
Jeff Janda, Berwyn Park District
Mark DeSalvo, Norridge Park District

Not in attendance:

Village of Elmwood Park, Excused Absence
Village of Harwood Heights, Excused Absence

Others in Attendance:

WSSRA staff: Bob Foster, Marianne Birko

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

- III. A. DeSalvo/Sletten **moved to approve the December 13,2016 Regular Board Meeting minutes.** The motion was approved.
B. DeSalvo/Sletten **moved to approve the December 13, 2016 Closed Board Meeting minutes.** The motion was approved.

- IV. A. DeSalvo/Sletten **moved to accept the December 2016 Financial Report.** The motion was approved.
B. DeSalvo/Sletten **moved to authorize payroll, prepaid disbursements #36683 and ending with check #36719, and authorizes payment of December 2016 payroll and disbursements debit charges and cash transfers totaling \$153,552.83 and authorizes payment of January 2017 disbursements #36720 and ending with check #36732 disbursements debit charges and cash transfers totaling \$18,144.37 pending the availability of funds.** Roll call vote showed unanimous approval.

V. **Public Comment** –No public present.

VI. **Under the Foundation Report Birko reported,** This year's holiday solicitation, highlighting WSSRF members' children, has been successful and has raised over **\$10,000 combining "Giving Tuesday" and the Holiday Solicitations and donations** keep coming in! This is \$3,000 more than last year. WSSRF is very grateful for the generosity of so many supporters. Birko is meeting with Foundation leadership to assist them in establishing some goals for the 2017 fundraising events. This information will be shared with the entire board at the upcoming Annual meeting on Monday, January 23 at their Annual meeting. Plans are already in the works for the 2017 Bowl-a-thon. It will be held on Sunday, March 5 from 1:45pm to 4pm at Circle Bowl in Forest Park. Carol Milburn and Christine Nakatsuka are chairing that event. WSSRF Board Members wish all the members of the WSSRA Board of Directors a very healthy and happy 2017!

VII. **Under Committee Reports**
A. **No Committee Reports**

VIII. **Unfinished Business**

- A. **IAPD Response-** Janda reported Peter Murphy responded to his letter by calling Janda and sharing that IAPD is taking the concerns of the membership seriously but reminded him that change takes time. He stated they are working on a portal for membership to access information to improve their transparency. Modrich noted he had sent Peter Murphy updated national pension information and that Murphy was very responsive to his information.
- B. **No other business**

IX. **Under New Business:**

- A. **Acceptance of Partner Appointments-** Banks/Thomas motioned to approve partner appointments as presented. Motion approved
- B. **Election and Appointment of Officers**
1. **Approval of Secretary and Attorney-** DeSalvo/Sletten motioned to approve the appointments of Birko as Board Secretary and Katz as WSSRA's Attorney. By roll call vote the motioned approved unanimously.
- C. **Approval of Committee Appointments for 2017-** DeSalvo/Sletten motioned to accept Committee Appointments as presented. Motion accepted
- D. **Approval of Committee Tasks for 2017-** Banks/Thomas motioned to approve Committee Tasks as presented. Motion approved
- E. **Renewal of Safety Policy Statement-** DeSalvo/Sletten motioned to reconfirm the Associations commitment to safety by accepting the Associations Safety Policy Statement. Motion approved
- F. No other

X. **Under Correspondence-** No comments

- XI. **Under Board Reports** –DeSalvo reported **Norridge Park District** is a week away from garage demolition. The district is awaiting final permitting. The budget process is beginning as their fiscal year begins May 1. DeSalvo also shared that Ron Oppedisano former Norridge Village President. passed and is being waked tomorrow. Thomas reported the **Park District of Forest Park's** building permit is on the agenda for the Village meeting February 6. They hope for approval to break ground in April. Winter programs have begun and Thomas invited anyone interested in an upcoming DePaul Basketball game on Saturday, February 21. Raleigh reported the **Hawthorne Park District's** indoor soccer on Friday and Saturday's are going well with over 50 kids participating. Birko will be presenting the WSSRA report on 1/19 and discussions are beginning of the Clyde & Hawthorne Park District's merger which is expected to take place in May 2018. Banks reported the **Clyde Park District's** activities are going well. They recently had an influx of two day conventions renting the Park District facility. Winter programs are well underway and so far Clyde Park District staff have not been invited to the park district merger meetings.. Sladek reported the **North Berwyn Park District's** winter registration is currently taking place. Programs begin this week and they have two board positions running unopposed in the April elections. Modrich reported the **Park District of Franklin Park** is beginning work on two facility renovation projects. The main building's lobby and locker rooms for women and girls at the ice arena. Porreca reported the **Park District of Oak Park** is getting ready to hear the environmental impact of 290's expansion and how it will impact the Conservatory. The park districts three outdoor ice arenas are open and popular when the weather cooperates. They have started advertising for summer employment and they also have two board positions running unopposed. Sletten reported the **River Forest Park District** has four persons running for two positions. He announced the Makin Tracks Run raised \$7,568 for WSSRA. The delayed announcement was due to a sponsors slow payment. Staff are currently working on a Strategic Plan to go to the community in April and in two weeks there should be a final approval for the platform tennis project. Janda reported the **Berwyn Park District** will be completing the design of the final phase of the OSLAD Pond project. Their **"Positively Pasta"** dinner is this Saturday and it is sold out!

XII. **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 by signing the responsibilities & expectations document.
- B. **Staff attends IPRA Annual Conference -WSSRA Full Time and some Regular Part Time staff will attend the IPRA Annual conference on January 19-21. Staff have the opportunity to attend both pre-conference and conference workshops.**
- C. **WSSRA Co-hosts Legislative Breakfast with Park District of Forest Park** – Mark your calendars and plan to attend the Annual Legislative Breakfast. Larry Piekarz and the Park District of Forest Park will co-host the breakfast with WSSRA this year on Thursday, February 2 from 8:30 – 10:00am at the main building of the Park District of Forest Park located at 7501 Harrison in Forest Park. A formal invite will be sent via e-mail to local Legislators. Please extend this invitation to your board members and RSVP your attendance to Birko.
- D. **Special Events to Attend in 2017** – Birko invited the WSSRA Board to join us for any of the 2017 events. Please plan to be in attendance our kick-off Recognition Banquet on Saturday, February 11 from 6:30 - 9pm at the Centre at North Park in Franklin Park.
- E. **Winter/Spring 2017 Program Schedule** – The calendar of winter-spring programs is was included in the board packet in the case you would like to visit. Please be sure to call and confirm the location and time of the program as changes do take place.

F. **Staff Report: Birko reported:**

1. Winter/Spring Registration is underway. Programs begin January 30. Registration is underway and Recreation Staff are beginning work on detailed program plans for the upcoming seasons.
2. Day Camp Registration is open and lottery deadline is Friday, February 10. Manager, April Ryan, already has secured a number of camp sites through School District 97, 98, 100. WSSRA will be hosting Day Camp Registration Nights to be held in January.
3. WSSRA is currently accepting applications and interviewing for the vacated Recreation Specialist position and the now Full-time Public Relations Coordinator position. Notice is on the WSSRA website.
4. 2016 Holiday Hullabaloo events were a success. School District 100 hosted all 3 age groups at Freedom Middle School for all 18 events. The custodial staff were incredibly helpful and supportive of all of the WSSRA staff and participants.

G. **Staff Report: Foster reported:**

1. **Office-** He ordered a stand up desk for staff to use when they need a break from sitting. It will be kept in a neutral office. We are working on installing a new phone system with Comcast. If everything goes smoothly, they should be installed by the middle of January.
2. **Bus** – We are waiting on delivery of the bus that was ordered in October. It is due before the beginning of Winter programs
3. **No Other**

XIII. DeSalvo/Sletten **moved to adjourn** the meeting at 4:38pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko
Executive Director
mb/ Jan17 minutes