

West Suburban Special Recreation Association

January 14, 2020

Annual Meeting of the Board of Directors

Held at: WSSRA Office

2915 Maple St, Franklin Park 60131

MINUTES

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

Mike Sletten, River Forest Park District

Jan Arnold, Park District of Oak Park remote call

4:15

Jackie Iovinelli, Park District of Forest Park

Joe Modrich, Park District of Franklin Park

Mark Sladek, North Berwyn Park District

Al Schmidt, Village of Elmwood Park

Anna Wegrecki, Village of Harwood Heights remote call

Victor Garcia, Clyde Park District arrived 4:23

Mark DeSalvo, Norridge Park District

Ron Malchiodi, Village of Riverside

Teresa Mrozik, Village of North Riverside

Others in Attendance:

WSSRA staff: April Ryan, Annie Hart, Marianne Birko

Other: Carol Sladek, North Berwyn

Not in Attendance:

Berwyn Park District Excused Absence

II. Sletten/Iovinelli **moved to approve the agenda.** The motion was unanimously approved.

A. Wegrecki & Arnold requested remote attendance, Sletten/Mrozik motioned to approve Arnold & Wegrecki' participation remotely. The motion was unanimously approved.

B. No other

III. A. Sletten/Mrozik **moved to approve the December 10,2019 Regular Board Meeting minutes. Roll call vote showed 9 yes votes. The motion was approved.**

B. Sletten/Mrozik **moved to defer the approval of the December 10, 2019 Closed Board Meeting minutes to March 2020.** The motion was approved.

IV. A. Sletten/Iovinelli **moved to accept the December 2019 Financial Report. Roll call vote showed 9 yes votes the motion was approved.**

B. Sletten/Iovinelli **moved to authorize payroll, prepaid disbursements #39105 and ending with check #39126 and authorizes payment of December 2019 payroll and disbursements debit charges and cash transfers totaling \$147,782.97 and authorizes payment of January 2020 disbursements #39128 and ending with check #39147 disbursements debit charges and cash transfers totaling \$42,232.59 pending the availability of funds. Roll call vote showed 10 yes votes and the motion was approved.**

V. **Public Comment** –Carol Sladek reported she was excited to sign up for the Las Vegas trip coming up in August!

VI. **Under the Foundation Report Birko reported,**

This year, WSSRF's Holiday Solicitation features some of the Foundation members' children. Donations are still coming in and so far, the "Giving Tuesday" raised \$2,300 & Holiday Solicitation has raised \$7,700 for a total of nearly 10,000. Such a wonderful gift to the Foundation and Association. Coming Up is the Working Together Benefit Concert at the Wire concert venue in Berwyn. This event is sponsored by the Pinnacle Yacht Foundation aimed to support WSSRF and PACTT. All the profits will be split evenly amongst the two agencies. It will take place on Saturday, January 18 from 7:00 – 11:00pm. Tickets are \$25 in advance/\$30 at the door. Please help us get the word out by putting up the banner and posters at your facilities. It will surely be a fun night for all! The

Foundation's Bowl-a-thon is planned for Saturday March 14 from 12:30 – 3:00pm. Carol Milburn of Oak Park and Christine Nakatsuka of Elmwood Park are chairing the event held at Circle Bowl in Forest Park. New this year the Foundation is hosting the Pop-up Tequila Tasting on Sunday March 1 at Pizen in the city. Watch for more information. The Foundation Board will begin 2020 by conducting their Annual meeting establishing their goals and budget for the year on January 13 to celebrate their 2019 successes and with a 70% /\$33,000 increase in profits 2019 events and donations. This is primarily due to two major donors the River Forest Women's Club and a matching donor from Riverside. The Foundation Board of Directors thanks for your continued support.

VII. **Under Committee Reports**

A. **Nominations Committee Report-** Mike Sletten, past Chairman, shared the 2020 nominations committee's selections for 2020, Mike Sletten will take over for Joe Modrich as the Board Chairman and Mark Sladek as the, Vice Chairman. Schmidt/Malchiodi motioned to approve. **Roll call vote showed 10 yes votes. The motion was approved.**

VIII. **Unfinished Business**

A. **No Unfinished business**

IX. **Under New Business:**

A. **Acceptance of Partner Appointments-** Iovinelli/Malchiodi motioned to approve partner appointments as presented. Roll call vote showed 10 yes votes. The motion was approved.

B. **Election and Appointment of Officers-** Schmidt/Iovinelli motioned to appoint Birko as Board Secretary and Karas to continue as the WSSRA's Attorney. Roll call vote showed 11 yes votes. The motion was approved.

C. **Approval of Committee Appointments for 2020-** Flaherty/Mrozik motioned to accept Committee Appointments as presented. Roll call vote showed 11 yes votes. The motion was approved.

D. **Approval of Committee Tasks for 2020-** Mrozik/Iovinelli motioned to approve Committee Tasks as presented. Roll call vote showed 11 yes votes. The motion was approved.

E. **Renewal of Safety Policy Statement-** Schmidt/Iovinelli motioned to reconfirm the Associations commitment to safety by accepting the Associations Safety Policy Statement. Roll call vote showed 11 yes votes. The motion was approved.

F. **Acceptance of Hawthorne Park District and Clyde Park District Merger Resolution 2020-01** Garcia/Mrozik motioned to accept, by roll call vote, Resolution 2020-01 recognizing the newly merged district of Hawthorne Park District and Clyde Park District as outlined in Ordinance No. 2019-2020-7. An Ordinance consolidating Clyde Park District and Hawthorne Park District with Clyde Park District as the Survivor District. Roll call showed 11 yes votes. The motion was approved.

G. **Approval of Russell P. Cannizzo & Company Accounting Services-** tabled until the March 2020 meeting

H. **IAPD Membership Renewal-** Iovinelli/Mrozik motioned for WSSRA to renew its membership with IAPD due to the ongoing benefits to WSSRA. Roll call vote showed 11 yes votes. The motion was approved.

I. **Approval to study the possible partnership with Veterans Park District-** Birko reported the staff will work with the Finance Committee to complete the formal study and report back to the board the results. Modrich noted this could mean big growth and change for WSSRA which is not bad just is. Malchiodi asked about the unincorporated areas of adjoining towns and Birko confirmed this would be a part of their discussions. **Schmidt/Iovinelli motioned by roll call vote to approve moving forward with a study of a potential partnership with Veterans Park District.**

J. **No Other**

X. **Under Correspondence-** No comments

XI. Under **Board Reports** – Garcia reported Winter programs are going well. The new electronic signs at the Clyde Park District. Currently staff are adjusting to everything related to the merger. **Schmidt reported for the Village of Elmwood Park** is preparing for their annual Fight Night on February 21st. They are also busy with basketball, indoor hockey and soccer. **Flaherty reported for the Norridge Park District** recently hosted a community public hearing on pool renovations. They are also working on a Master Plan for the Park District. **Mrozik reported the Village of North Riverside's** basketball season has begun its annual takeover of their facility use. Staff are currently busy planning for the upcoming seasons. They are also looking at a local church for potential facility space for programming. They are also working on securing summer staff. **Sladek reported the North Berwyn Park District's brochure** is out and registration is ongoing. They will be hosting their Annual Sweetheart Dance is coming up on February 15 with the FROZEN theme. They will also be hosting the Dr. Seuss party in honor of his birthday on March 7 and Senior trips are filling and all is going well! **Iovinelli reported the Park District of Forest Park** is currently finalizing a PARC for Phase II of the Roos Center. They recently hired their new Communications and Marketing Manager and are very excited about this addition to the Administrative Team. They are hoping to still have their FREEZE FEST in a couple of weeks and staff are looking forward to conference. Lastly, staff are also updating their personnel policies. **Malchiodi reported for the Village of Riverside's** the brochure is out and basketball is in full swing. All is going well with the expansion of the Aftercare program in all the District 96 schools. They are waiting on the final plans on the new building and are hoping to dedicate the outdoor ice rink in memory of Bill Sherman. **Modrich reported the Park District of Franklin Park** hosted their annual Special Needs ice competition including sled hockey, speed skating and figure skating. Their brochure is out, and they are looking forward to a busy Winter and Spring session. **Arnold reported the Park District of Oak Park** replaced their registration system with Amelia and all is going very well with the transition. The true test will come in February when day camp registration begins. They have requested PARC funds for the new Community Recreation Center. They too are deciding if the outdoor ice rinks will happen this year and all are looking forward to conference next week. **Wegrecki reported the Village of Harwood Heights** the Youth Commission programs have begun as well as the winter session of programs at the Recreation Center including the very popular Mommy & Me classes... **Sletten reported the River Forest Park District** is working on a Strategic Plan including a community survey. They are updating their website and hoping to hear about their synthetic turf project shortly.

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 Board Responsibilities & Expectations sheet enclosed in the packet.
- B. **Staff attends IPRA Annual Conference** -WSSRA Full Time staff will attend the IPRA Annual conference on January 23-25. Staff will attend both pre-conference and conference workshops.
- C. **WSSRA Co-hosts Legislative Breakfast with Berwyn Park District** – Jackie Iovinelli and the Park District of Forest Park will co-host the Legislative breakfast with WSSRA this year on Tuesday, February 11 from 10:30 - noon at the Park District of Forest Park's main building. A formal invite has been sent via e-mail to local Legislators. Please extend this invitation to your board members and RSVP your attendance to Birko.
- D. **WSSRA Derby Gala 2020-** This is the 19th year of this very successful event and due to the Hawthorne Race Course going under major construction there will be some changes to the look of this year's event. It will likely take place at the track under a tent. This will still give our guests the opportunity to bet on simulcast races and the Kentucky Derby! I will keep you posted on updates.
- E. **Special Events to Attend in 2020-** WSSRA welcomes the WSSRA Board to join us for any of the 2020 events. Attached is a list of events to attend for 2020. Select one or more and see if you can get one or more board members to join you. Please plan to be in attendance our kick-off Recognition Banquet on Saturday, February 1 from 6:00 - 9pm at the Centre at North Park in Franklin Park.
- F. **Winter/Spring 2020 Program Schedule** –The calendar of winter-spring programs is attached 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

G. **Staff Report: Prepared by April Ryan, Superintendent of Recreation**

1. **Programs** Winter/Spring Registration is underway. Programs begin January 27th. This upcoming season we are excited to offer a new Child-Caregiver Playgroup, Fun Fitness program and Stress Management class.
2. **Imaginarium** We are in the installation process for our new Imaginarium sensory room which is scheduled to open the last week in January. WSSRA is offering 5 and 12 visit punch card passes for participants and siblings. As well as having weekly WSSRA programs held at the site.
3. **Day Camp** Registration is open, the lottery deadline is Friday, March 27th. Program Manager, Carlos Marroquin, is in the process of securing facilities for our camps.
4. **Recreation Staff** 10 staff are getting ready for the 2020 IPRA/IAPD conference on January 23-25.
5. **Special Events** WSSRA is hosting its annual Recognition Banquet on Saturday, February 1st at the Center at North Park in Franklin Park. Please help us celebrate WSSRA participants and staff with an evening of dinner and dancing.

H. **Staff Report: Prepared by Annie Hart, Superintendent of Safety and Operations.**

1. **Inclusion** We currently are serving 44 participants inclusively in 41 programs this Winter season. 25 Inclusion Aides are scheduled. Inclusion Manager, Chris Sturm, and Recreation Specialist, Mia will continue to help support Inclusion Aides and participants this Winter while visiting program sites and preparing for summer.
2. **Transportation** We have hired a new driver to replace Larry Feldt. Larry's last day, after 25 years with WSSRA, was January 3rd. Keijah Barber will start January 22nd.
3. **Safety** I'm planning to attend the Safety Program Administration for Agency Leadership Course through PDRMA on February 5th. I've also been in talks to create a presentation with Tim from PDRMA on Driving and Backing which we will present to WSSRA staff and drivers in May

I. **No Other**

XIII. Iovinelli/Modrich **moved to adjourn** the meeting at 4:55pm. The motion was unanimously approved.

Respectfully submitted,



Marianne Birko
Executive Director
mb/ Jan20 minutes