

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON JANUARY 16, 2018 AT 9:30 A.M. AT THE LINCOLN WAY SPECIAL RECREATION CENTER, 1900 HEATHER GLEN DRIVE, NEW LENOX, ILLINOIS.

General Functions

Call to Order: President Lewis called the meeting to order at 9:35 a.m.

Pledge of Allegiance: All present recited the Pledge of Allegiance.

Roll Call: Roll was taken and those present were:
Gina Hassett, Executive Director, Frankfort Park District
Mary Beth Windberg, Mokena Park District
Renee Chavez, Executive Director, Wilmington Island Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Julie Popp, Executive Director, Manhattan Park District (joined at 9:40 a.m.)
Jennifer Swanson, Manager, Peotone Park District

Absent: None

Others present were: Keith Wallace, Executive Director; LWSRA Attorney Matthew N. Lulich; and Keith Lightfoot, Facility Foreman.

Treasurer's Report Commissioner Lewis asked for a motion to approve the December 19, 2017 Treasurers Report. Keith noted that the Rec Fund was up by \$100,000, but the expenses increased by that much as well.

Commissioner Hassett so moved and Commissioner Swanson seconded the motion.

*Ayes: (5) Lewis, Swanson, Hassett, Chavez, Windberg
Nays: (0)
Abstain:(0)
Absent: (1) Popp*

Motion Carried

Payment of Bills Commissioner Lewis asked for a motion to approve the Payment of the Bills.

Commissioner Hassett made a motion to approve the payment of the bills as presented and Commissioner Chavez seconded the motion.

*Ayes: (5) Swanson, Hassett, Chavez, Lewis, Windberg
Nays: (0)
Abstain:(0)
Absent: (1) Popp*

Motion Carried

Special Guests: None

Communications: None

Consent Agenda: *Approval of the Minutes.* Commissioner Lewis asked for a motion to approve the Minutes of December 16, 2017 as presented.

Commissioner Chavez made a motion to approve the minutes and Commissioner Hassett seconded the motion.

Ayes: (5) Lewis, Swanson, Windberg, Chavez, Hassett

Nays: (0)

Abstain:(0)

Absent: (1) Popp

Motion Carried

Staff & Committee Reports

**DIRECTOR's
REPORT**

- Staffing Keith is still looking for additional staff.
- Office/Sensory United Architects will have an estimate by the next meeting We have raised a total \$27,592 so far to fund the project.
- Foundation They are still looking for 2 members. One should be seated at their next meeting.
- Donations Karyn's report will outline the current receipts.
- Fundraising LWSRA is holding two raffles. The Special Olympics Illinois \$5 raffle will give LWSRA a percentage of the sales. The Adapted program's raffle is \$2 and will award a TV. In addition World Finest Chocolates are being sold and the profits will go to the individual program area.
- Playground We have raised \$116,180 to date to help build the ADA playground.
(Commissioner Popp joined the meeting)
- Grants Several applications for grants are in the works.
- Scholarship Tom Krauss has received one of the John Wilson Family scholarships to offset the cost of conference. He was recognized at the January SSPRPA meeting.
- Executive Development Program Keith included information about the program for the Board to consider. The commitment is for 2 years and he will make his decision to join or not. He has some very good feedback from others who have attended.
- Participation Report The Board's packets included the LWSRA Programs Participation. Keith will send out separate documents showing Frankfort Square participation and Non-Resident participation to the Board.
- Board Succession Keith included an outline for the Board to consider. Discussion was held. He will send out a proposal amending succession and committee assignments.
- Upcoming Meeting/

Events Jumpfest January 27
 Bunny Breakfast March 31

**SUPERINTEN-
DENT RECREA-
TION REPORT**

Wheelchair
Basketball

Adult team traveled to Grand Rapids, MI this month for a tournament. Prep and Varsity traaveled to Rockford for the Holiday Tournament. During the holiday break the prep and varsity attended a basketball day at LWSRA. There were 13 participants that attended. They worked on skills, played 3 scrimages and played fun activities.

Special Olympics

Abby's report included in the Board's packets outline the many activities that are ongoing.

After School

The After School Care program went very well during December. A Storyteller and fun Holiday crafts were a few of the highlights.

Ads

Keith reminded the Board to send him any Ad or promotional item to screen during the Wheelchair Basketball games.

Brochure

Registration for the Winter/Spring is ongoing. Staff is reminding families to register early.

Website

The staff is working on getting a more smartphone friendly version of the site.

Technology

The security cameras at the former bus barn have been removed and installed in the new bus barn. Motion sensors and automatic garage door openers will be the next to be installed.

FUNDRAISING

Keith highlighted Karyn's report.

Donations

\$39,539.80 was received in December from no-traditional revenue sources. Keith received a \$1,000 worth of LaCrosse equipment from a donor.

Meetings

Karyn's report Lists Chamber of Commerce and other community meetings.

Events

The Family Holiday Party had 174 participants attend. Lunch with the Grinch raised \$2,000.

Foundation

The LWSRF will present \$35,000 at the next meeting.

PE Takeovers

Five PE Takeovers have been completed and fourteen more are scheduled. Emails have been sent to schools who participated in the past and have not yet scheduled.

Media

LWSRA was on the front page of Local News Papers.

TRANSPORTATION

Vehicles Bus 2 is scheduled to have two rear tires replaced.

Bus Bids The process to bid on new buses has begun. Keith is working with an SRA associate to complete to paperwork.

Facility

Furnaces Two furnaces went down during the cold snap and are now up and running properly.

Finance/Personnel None

Facilities Planning None

Attorney None

Old Business

- A. Resolution #17-2 – A Resolution to Amend Articles of agreement to approve the application of the Frankfort Square Park District to become a member District. TABLED
- B. Resolution #17-3 – A Resolution to amend its Intergovernmental agreement authorizing the LWSRA to enter into an agreement to provide funding for the construction of a facility for office and recreational programming use. TABLED
- C. Resolution #17-4 – A Resolution to amend its lease agreement with the New Lenox community park District for the purpose of constructing a facility for the administration of recreation services for the disabled. TABLED

Frankfort Square is on target to join LWSRA June 1st. Discussion was held.

New Business

- A. Strategic Plan – The draft copy of the funding growth and staffing plan until 2022 was presented. A few minor corrections were suggested. Keith will amend page 13 items 2f through 2l to include every year.

Commissioner Hassett made a motion to approve the 2018-2022 Strategic Plan as amended and Commissioner Chavez seconded the motion.

Ayes: (6) Chavez, Hassett, Swanson, Popp, Windberg Lewis
Nays: (0)
Abstain:(0)
Absent: (0)

Motion Carried

Questions and Comments from the floor

None

Director/Commissioner Comments

Keith said he was looking forward to the conference.

Commissioner Swanson complimented the staff on a good job.

Attorney Lulich warned everyone about traffic concerns during the conference

Commissioner Lewis told everyone that the conference will be well attended by all of the participating park districts.

Adjournment

Commissioner Lewis asked for a motion to adjourn the Regular Meeting.

Commissioner Hassett so moved and Commissioner Chavez seconded the motion. Upon a voice vote, all voted Aye. The meeting adjourned at 10:05 a.m.

Respectfully submitted by:

Mary T. Strand, Recording Secretary