

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON JULY 17, 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 Hassett called the meeting to order at 9:30 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
Mike Selep, Executive Director, Mokena Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Jay Kelly, Executive Director, Manhattan Park District
Jennifer Swanson, Manager, Peotone Park District
Renee Chavez, Executive Director, Wilmington Island Park District
Audrey Marcquenski, Director Frankfort Square Park District
Absent: None

Others present were: Keith Wallace Executive Director LWSRA; LWSRA Attorney Matthew N. Lulich; Heather Specht, Superintendent of Recreation; Keith Lightfoot, Facility Foreman; and Mary Strand Recording Secretary.

Treasurer's Report

Commissioner Hassett asked for a motion to approve the June 30, 2018 Treasurers Report. Executive Director Wallace noted that the contributing Park Districts all made their payments to LWSRA. Commissioner Hassett thanked Keith for including the credit information.

Commissioner Chavez so moved and Commissioner Lewis seconded the motion.

Ayes: (7) Kelly, Lewis, Selep, Marcquenski, Chavez, Swanson, Hassett

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Payment of Bills

Commissioner Hassett asked for a motion to approve the Payment of the Bills in the amount of which may include lodging and travel. Keith noted that more details are being provided. Discussion was held.

Commissioner Selep made a motion to approve the payment of the bills as presented and Commissioner Kelly seconded the motion.

Ayes: (7) Lewis, Selep, Marcquenski, Chavez, Swanson, Hassett, Kelly

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Special Guests: Commissioner Hassett welcomed Heather Specht to LWSRA.

Communications: None

Consent Agenda: *Approval of the Minutes.* Commissioner Hassett asked for a motion to approve the Minutes of June 19, 2018 as presented.

Commissioner Swanson made a motion to approve the minutes as presented and Commissioner Lewis seconded the motion.

Ayes: (7) Selep, Marcquenski, Chavez, Swanson, Hassett, Kelly, Lewis

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Staff & Committee Reports

**DIRECTOR's
REPORT**

- Staffing Keith noted that the new staff is being oriented to the LWSRA culture.
- Office/Sensory Keith met with the Jose from United Architects. He had new drawings to show the Board. Now a decision has to be made on bidding out or just getting quotes. He is looking for advice on the process.
- LWSRF The Foundation Golf Outing for August 10th is sold out.
- Donations Karyn's detailed report is in the Board's packets.
- Fund Raising LWSRA softball team are conducting an iPad Raffle. The funds will help participants offset tournaments and fees for the season. A grill will be auctioned off and the winner must be present.
- Playground \$153,000 has been raised for the playground. The public meeting was held July 16th. Some Heather Glen residents attended. They were very receptive to the plan.
- Grants Keith included the updated list of grants that are being applied for and received. He is hoping for an OSLAD Grant with New Lenox Park District.
- Bus Purchase Attorney Lulich explained the financial issues that must be met to purchase the busses. He advised that the lease agreement that was given for the purchase cannot be used. He said that the debt needs to be apportioned to each District. A percentage for each districts needs to be determined. The local attorney will make the decision on the Bond Issue. Next month the Resolution will be on the agenda. Discussion was held. Keith will contact Knutte to determine how to report.

Staff Biographies Keith included a report showing all of the staff's biographies.

Peotone Intra-Governmental A draft of an Intragovernmental Agreement with Peotone CUSD207U School Facilities and LWSRA was included in the packets. Keith was in discussion with the school district. It will be on next month's agenda.

Meetings & Events

LWSRA Family Night at Joliet Slammers July 17th

LWSRA Family Campout July 21st

LWSRA Parent Group July 24th

SUPERINTENDENT RECREATION REPORT

Heather thanked everyone for welcoming her and she said she is excited to be working for LWSRA.

Special Olympics

Golf Sixteen athletes are registered for the Hawks Golf Greats team and six are going to participate in Golf Skills program.

Bocce The program ended on June 11th. It went very well.

Summer Games The Special Olympics Summer Games in Bloomington-Normal was held on June 15th-17. LWSRA athletes brought home 14 gold, 5 silver and 5 bronze medals.

Adaptive Sports

Participants & Outreach

Several new athletes joined the program. A sports camp in Iowas was facilitated by LWSRA

Wheelchair Basketball

The Summer League was successful even though a few players didn't show up.

Adapted Adventures Nine individuals water skied at this sponsored event in Wisconsin.

Wheelchair Softball

The first adult tournament was held on June 23rd in Chicago and the LWSRA team finished with a record of 4-0.

Inclusion

Individuals from Frankfort, Frankfort Square, Manhattan and New Lenox are being served by LWSRA this summer.

Youth The teen social held on June 20th was attended by 15 participants.

Summer Camp Eighty participants in 5 summer camps are enjoying the outings to parks and local activities. The LWSRA camp staff is doing a great job.

Staff The summer staff completed a week of training before camp started.

- FUNDRAISING** Karyn’s report listed the month’s individual donations for a total of \$12,649.
- PE Takeovers Mokena has requested 2 takeovers for their summer camps in July.
- Park Parties Manhattan, Wilmington Monee & New Lenox all had Park Parties and were well attended.
- Chamber Karyn attended the Frankfort Chamber Meet & Greet where she promoted the LWSRA Golf Outing.
- LWSRF New officers were elected at the June 4th Board meeting. Three current members committed to serving for another three years.
- Volunteering On June 12th & 14th Teen Camp & Titans participated with BMO Harris Volunteer Days. The BMO staff took them bowling and treated them to a pizza lunch as a thank you.
- Press** A list of various media articles was included in Karyn’s report.
- Teen & Adult Stir It Up cooking class and Bingo & Pizza were the 2 in-house programs that were offered in June.
- Titans** Titan I & II have been enjoying the summer at the Founders Center. They have enjoyed the parks, community & shops.
- Special Events One hundred and fifty participants enjoyed four programs offered by LWSRA.
- Support Services**
- Brochure The fall brochure is at the printer and should go out the first week of August. Registration starts August 6th.
- Website and Technology Nothing new to report.
- Rentals LWSRC hosted 4 groups in June.

TRANSPORTATION

- Vehicles Bus 1 and Bus 2 were involved in an accident with each other. The adjuster submitted an quote for #2. Waiting for the quote for #1. All vehicles are up and running.
- Monthly Inspection All inspections were completed on July 9th and went well.
- Quarterly Preventative Maintenance Air Quality inspected and cleaned the units. Fox Valley came out for the annual pump inspection.
- Vehicle Replacement Plan Three new StarTrans buses are on order with Midwest Transit.

Facility

- Gym The humidity remains steady. A sensor was set off by a roof leak. The sensor is offline and the company will come in to reset it.

- Classroom/Lobby/
Bathrooms Replaced the exhaust fan in women’s Bathroom. A new motor is on order for the men’s bathroom.

- Roof A new leak was discovered over the June. Repairs are scheduled for Friday.

- Bus Barn No issues to report.

- Parking Lot No issues to report

- Upcoming projects Paint dugouts, planters and picnic tables.

Finance/Personnel None

Facilities Planning None

Attorney None

Old Business

- A. Committee Assignments – President Hassett emailed the Board with the Committee Assignments.
 - Finance & Personnel – Commissioners Selep & Lewis
 - Facilities & Planning - Commissioners Lewis & Kelly
 - Fund Raising – Commissioners Selep & Marcquenski
 - Recreation – Commissioners Swanson & Marcquenski
 - Safety & Transportation - Commissioners Chavez & HassettCommittee meetings with staff will be held once every quarter.

New Business

- A. Action on Executive Session Minutes – Semi-annual review tabled. Minutes will be reviewed by President Hassett and Attorney Lewis. It will be put on next months’ agenda for action.

- B. Letter from Attorney – Attorney Lulich will be retiring soon. He will be associated with another firm.

Questions and Comments from the floor

None

Director/Commissioner Comments

Director Wallace said the staff has a lot going on and he is excited to move forward with some new staff. He mentioned that Ron Nolan had passed away July 13th. He was a participant of LWSRA since it’s inception.
Commissioner Chavez told Keith to keep on doing what he is doing. She loves the FB content
Commissioner Selep encouraged all to purchase raffle tickets!
Commissioner Marcquenski welcomed Heather and Mac to LWSRA. She wished she could have seen the Wheelchair Softball game.

Commissioner Kelly welcomed the new staff. He told the Board that he hired a new part time marketing communication person and a new Supt. of Recreation person.

Commissioner Lewis welcomed Heather & Mac. He told Keith and staff to keep up the good work.

Commissioner Swanson told Keith that they were doing a good job. She is happy

Commissioner Hassett welcomed the new hires.

Adjournment

President Hassett asked for a motion to adjourn the Regular Meeting.

Commissioner Lewis so moved and Commissioner Kelly seconded the motion.

Upon a voice vote, all voted Aye. The meeting adjourned at 10:15 a.m.

Respectfully submitted by:

Mary T. Strand, Recording Secretary