

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON SEPTEMBER 18, 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
Audrey Marcquenski, Director Frankfort Square Park District
Renee Chavez, Executive Director, Wilmington Island 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 August 31, 2018 Treasurers Report. The outstanding liability was discussed and Keith confirmed that the electric credit was all caught up.

Commissioner Selep so moved and Commissioner Marcquenski 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 \$104,517.77 which may include lodging and travel.

Commissioner Lewis 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: None

Communications: None

Consent Agenda: *Approval of the Minutes.* Commissioner Hassett asked for a motion to approve the Minutes of August 21, 2018 as presented.

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

Ayes: (6) Selep, Marcquenski, Swanson, Hassett, Kelly, Lewis

Nays: (0)

Abstain:(1) Chavez

Absent: (0)

Motion Carried

Staff & Committee Reports

**DIRECTOR’s
REPORT**

- Staffing Melissa Jensen, Manager of Programs and Tami Pareti, Manager of Athletics were in attendance. Keith told the Board that he now has a full staff.

- Office/Sensory Keith noted that New Lenox Park District donated some furniture for the project. Mokena Park District has verbally committed to \$25,000 donation in the future for the Office/Sensory room. Further discussion will be under Planning/Facilities on the Agenda.

- LWSRF The Foundation is still looking for additional Board members.

- Donations Karyn’s detailed report is in the Board’s packets.

- Fund Raising A raffle that includes a 55” TV to fund some new chairs is being conducted. The Titans are selling Yankee Candles as part of their fundraising.

- Playground \$153,224.51 of the \$200,000 target has been raised for the playground.

- Grants LWSRA received a \$1,500 grant from Walmart as part of the Grant Seekers efforts. The updated report of all grants received and applied for were part of the Board packets.

- Meetings & Events** Some flyers were included in the Board packets and Keith asked that the Districts circulate and advertise the events to promote participation.

TR Leadership Summit September 21st
Candle Light bowl September 29th
NRPA Conference September 24-27

**SUPERINTEN-
DENT RECREA-
TION REPORT**

Staff	Positions a part-time maintenance worker has been filled. John Bouchea started on September 5 th . Two part-time program coordinator positions have been filled. Nadine Kahl started on September helping Youth & Adult programs. Christa McDonough started on September 11 th assigned to Special Olympics and Adapted Sports.
Safety	A “Surviving an Active Shooter Training” program is being set up for October 29. Heather attended a PDRMA safety meeting at NEDSRA in Addison. The topic was the Loss Control Review Process. A representative from PDRMA will be at LWSRC on October 18 th .
Athletics	
Volley Ball	Special Olympics Hawks Volley Ball team has 9 on the traditional team and 13 on the unified team.
Tennis	The Special Olympics Hawks Tennis had seven athletes and four of them competed at the 2018 State Tennis Tournament in August.
Flag Football	Two LWSRA athletes have joined the Flag Football program that is run in conjunction with the Village of Orland Park’s program. This is the second year LWSRA has offered the program.
Strength & Conditioning	MCPD hosted six participants on Thursday evenings this past summer at The Oaks Recreation and Fitness Center.
Softball	Sixteen athletes participated on the 2018 Hawks Softball Team that ended on July 31 st . They competed in Special Olympics Region E State Qualifier on August 5 th and took first place.
Golf	The Hawks Golf Greats team has sixteen registered participants and six are registered to participate in the second session of the Golf Skills program. Four represented LWSRA at the Region C3-6-9 Hole qualifier on August 6 th and all four received medals.
Bowling	Special Olympics Bowling Tournament was held on August 11 th in Joliet and two athletes participated from LWSRA.
Event	Five participants attended A Night at the Ballpark at Boomers Stadium. This program has been offered the last few years and is gaining in popularity.
Special Olympics Events	Region H Flag Football Tournament, September 22 nd .

Adaptive Sports

Soccer LWSRA hosted the Team USA tryouts/soccer clinic for amputee soccer August 17-19. Twenty-four athletes from all over the USA competed for a spot on the roster. They will be competing October 25th through November 5th at the Amputee Soccer World Cup in Guadalajara, Mexico. Mak Nong qualified for the team.

Wheelchair Basket-Ball The summer league program ended on August 19th. Six regular participants from LSRA were on the winning team. Three new participants were recruited for the adult team.

Camp August 22-24 the Adult Wheelchair Basketball Camp was held. Former Paralympian Jeremy Lade coached the camp. Social media, marketing and word of mouth has increased awareness and should increase participation next year. The Women’s Wheelchair Basketball Camp was held on August 24-25 and coached by Paralympic gold medalist Jenn Poist and LWSRA alumni, Carlie Cook. It was attended by 8 women.

Events Bocce September 5th to October 3rd
 Wheelchair Basketball September 9 through March 18
 Social Clubs September 19th and 26th.

Programs

Staff/Training Staff signups are complete and all are ready to start the fall season.

Club Hawk Club Hawk Jr. & Club Hawk began on August 20th. There are 12-16 participants per day and 3 are brand new to the program.

Inclusion Individuals are participating in soccer and archery.

Youth Drama Kings and Queens have begun practice for Shrek. The program has the biggest participations since inception.

Recreation

Special Events Eight participants & four staff went on a 6-day trip to Los Angeles, California. They enjoyed many sights and all had a wonderful time. Two other events in August were a White Sox game and Bears Training Camp.

Teen and Adult LWSRA held three programs during August. Sweating to the Oldies, End of Summer Bash and Adult Social Club.

Titans There are now 12 participants in Titans III. They meet at Mary Drew School in Frankfort Square. A few more participants were added to Titans I & II, so the wait list has shrunk by 20. There are still a list of at least 20.

Support Services

Brochure The first draft of the Winter/Spring 2019 Brochure is underway and the target date for registration is December 3rd.

Website and Technology The data closet and its equipment were cleaned in August. Dust buildup is caused by the cooling fan.

Rentals There were five rentals in July. Included were ceremonies for two Eagle Scouts who completed their projects. Liam Smith did the landscaping project adjacent to the drop-off circle and Steven White did the dugout shades.

FUNDRAISING Karyn’s report listed the month’s individual donations for a total of \$4,953.72.

PE Takeovers Eleven dates have been scheduled and three more are pending. Keith asked for help from the District’s staff.

Playground The foundation has a fund balance of \$123,224.51 as of August 31st in the playground account.

Sensory Room The fund balance is \$62,663.68 as of August 31st.

Community Outreach LWSRA participated in the New Leno Chamber of Commerce Golf Outing. Staff networked with the members.

Park Parties LWSRA held their own Park Party this past month and 2 more parties have been rescheduled.

Challenge Charity Keith, Mak and Karyn attended the opening ceremonies for the Frankfort Softball Challenge Charity event on August 5th. Mak threw out the first pitch.

Events

Golf Outing The outing was sold out and the final profit was \$34,000 to the Foundation.

Press A list of various media articles was included in Karyn’s report. The goal is to be in the papers at least once a month.

TRANSPORTATION

Vehicles Buses 1,2,3,4 are up and running and all will have body work done on them. Bus #2 had a new Monitor and transmission installed. Bus #3 was involved in an accident. The E350 Ford, Mini Van and the Ford Explorer are all up & running.

Monthly Inspection All inspections were done on September 4th.

Quarterly Preventative Maintenance Vehicle Replacement Nothing to report.

Replacement Plan Delivery is estimated to be 2-3 months on the three new StarTrans buses that are on order with Midwest Transit. The mini-van still needs to be replaced.

Facility

- Gym The humidity remains steady. Fox Valley is coming out on the 25th to replace a sensor.
- Classrooms/Lobby
And Bathrooms Nothing to report
- Roof There is a new leak in the roof in the storage area. Keith called company out to repair.
- Bus Barn Buses will be moved back into the barn soon.
- Parking Lot The new pavement was sealed and striped.
- Upcoming projects Fall plantings.

Finance/Personnel None

Facilities Planning None

Attorney None

Old Business None

New Business

- A. NRPA Conference request- Executive Director Wallace submitted a detailed estimate of expenses for the 4-day conference for himself and one staff member.

Commissioner Selep made a motion to approve travel to the NRPA Conference and Commissioner Lewis seconded the motion.

Ayes: (7) Marcquenski, Chavez, Swanson, Hassett, Kelly, Lewis, Selep
Nays: (0)
Abstain:(0)
Absent: (0)

Motion Carried

- B. Office /Sensory room bids and recommendation – A recommendation is in the Board’s packets from the LWSRA Staff to work with JH Construction to General Contract the project at no cost to the agency. Discussion of the amounts that need to go out to bid was held. Both Keiths will look into buying the materials direct and Keith Wallace will reach out to JH. Matt will review the proposal and prepare contracts. Mike Selep will forward a copy of Mokena’s most recent contract to model the LWSRA contracts. Contracts should list the start & finish dates. The overall consensus is that Executive Director Wallace will get the process started.

Questions and Comments from the floor

None

Director/Commissioner Comments

Commissioner Chavez told the staff that they are doing an impressive job. She will send someone to observe so that they get a better understanding of the business

Commissioner Lewis told the staff that they are doing a great job. He liked the newspaper efforts and copies. He noted that sometimes events are back to back and need better coordination. Greg complimented Mike on facilitating the CPRP workshop. There will be second one in October. Discussion was held.

Commissioner Marcquenski congratulated Keith, Heather, Melissa and Tami on the Sports Banquet.

Commissioner Kelly told the staff to keep up the good work.

Commissioner Swanson told Keith thank you for all the staff does.

Attorney Lulich told the Board that he has been playing phone tag with the Attorney for Peotone School District to finalize the language to the Agreement.

Executive Director told the Board that a long time participant is in the hospital and to keep her in their thoughts.

Adjournment

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

*Commissioner Lewis so moved and Commissioner Selep seconded the motion.
Upon a voice vote, all voted Aye. The meeting adjourned at 10:18 a.m.*

Respectfully submitted by:

Mary T. Strand, Recording Secretary