

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON OCTOBER 15, 2019, AT 9:30 A.M. AT THE LINCOLN WAY SPECIAL RECREATION CENTER, 1900 HEATHER GLEN DRIVE, NEW LENOX, ILLINOIS.

General Functions

Call to Order: Vice President Chavez called the meeting to order at 9:30 a.m.

Commissioner Kelly moved to approve Vice President Renee Chavez as President Pro Tempore and Commissioner Selep seconded the motion.

Ayes: (4) Kelly, Marcquenski, Selep, Chavez

Nays: (0)

Abstain:(0)

Absent: (3) Swanson, Hassett, Lewis

Motion Carried

(Jacque Tuma joined at 9:31)

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

Roll Call: Roll was taken and those present were:
Jay Kelly, Executive Director, Manhattan Park District
Audrey Marcquenski, Director Frankfort Square Park District
Renee Chavez, Executive Director, Wilmington Island Park District
Mike Selep, Executive Director, Mokena Park District (*joined 9:31*)
Jacque Tuma, New Lenox Community Park District
Absent: Gina Hassett, Executive Director, Frankfort Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Jennifer Swanson, Manager, Peotone Park District

Others present were: LWSRA Attorney John M. O’Driscoll; Heather Specht, Superintendent of Recreation; Tami Pareti, Mgr. Athletics; Melissa Jensen, Mgr. Programs; Kristin Ehrman, Marketing, Outreach&Fundraising; Laura Capizzanno, Human Resources; and Mary Strand Recording Secretary.

Guests: Resident, Belinda Olszewski; Shaun Ziems, Board V.P., Peotone Park District.

Treasurer's Report

A. September, 2019 Treasurer’s Report – Vice President Chavez asked for a motion to approve the September30, 2019 Treasurer’s Report as presented. Keith noted that he has received most of the 3rd quarter payments from the participating Districts.

Commissioner Kelly moved to approve the Treasurer’s report as presented and Commissioner Selep seconded the motion.

Ayes: (5) Kelly, Marcquenski, Selep, Chavez, Tuma

Nays: (0)

Abstain:(0)

Absent: (2) Swanson, Hassett

Motion Carried

Payment of Bills
in the

Vice President Chavez asked for a motion to approve the Payment of the Bills amount of \$108,383.33 which may include lodging and travel.

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

Ayes: (5) Marcquenski, Selep, Chavez, Tuma, Kelly

Nays: (0)

Abstain:(0)

Absent: (2) Swanson, Hassett

Motion Carried

Special Guests:

Commissioner Selep introduced Mokena Park District employee, Shaun Ziems, who is also the Vice President of the Peotone Park District Board of Commissioners.

Communications:

None

Consent Agenda:

Approval of Regular Meeting Minutes of September 16, 2019. Vice President Chavez asked for a motion to approve the consent agenda as presented.

Commissioner Selep made a motion to approve Consent Agenda as presented and Commissioner Kelly seconded the motion.

Ayes: (5) Selep, Chavez, Tuma, Kelly, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (2) Swanson, Hassett

Motion Carried

Staff & Committee Reports

1. DIRECTOR's REPORT

- a. Staffing – Karyn Reczek submitted her resignation. Her last day is October 11th. The position was posted and Kristin Erhman was selected to replace Karyn. Management team is reviewing the organization chart to identify areas of need.
- b. Foundation – The Foundation will meet on October 17th. Three candidates have been interviewed for the one open position. Work groups will be forming to tackle projects. LWSRA received a \$6,250 grant from Mainstreet Organization of Realtors and it will go to pay planning and architect fees that have already been paid for by NLCPD. Keith will also put in for this for next year.
- c. Playground – Bidding is planned for this month, with construction planned for the spring. The equipment colors are red, blue, green and yellow.
- d. Phone service – The agency will be moving forward with *Callone*. The plan offers more phone functions than the current provider and will save approximately \$400 per month.
- e. Eagle Project – The project has been started and donations are being sought to help offset some costs. This is Phase I of III.

- f. IPRA Pro Connect – October 8th was the final planning meeting. Post cards will be in the mail soon. Mentors are still needed and Keith encouraged all of the commissioners to have their staff apply.
- g. LWSRA is hosting the Regional Wheelchair Basketball Tournament. Information and volunteering opportunities will be sent to commissioners shortly.
- h. NPRA Conference – Heather joined Keith at the conference and attended sessions on crowdfunding, e-sports and motivational tools for staff.
- i. Award – Keith received the CSCVB Linda Morgan award for volunteerism. He pointed out that this was really a LWSRA Team effort.
- j. Diversity Training – The 2nd week in October, Keith presented training at Manhattan Park District that went well.

Upcoming Meetings and Events

October 19 th	LWSRA 5K
October 26 th	LWSRA Trunk or Treat

2. FUNDRAISING/PR/MARKETING

- a. \$3,715.00 was raised in September.
- b. Grant Seekers sent out 4 grant proposals and none were received.
- c. LWSRA participated in the Frankfort Fall Fest Parade in September.
- d. Karyn attended the New Lenox Chamber meeting on September 10th.
- e. The 100+ Women Who Care of Will County meeting was held on September 10th. Karyn submitted to be considered for their quarterly award, but LWSRA was not chosen.
- f. LWSRA played a friendly game of wheelchair basketball against Il. State Rep. Anthony DeLuca and friends on September 12th.
- g. September 11th Valarie Barich, Center for Independent Futures presented to the parent group. Gwendolyn Sterk Family Law Group also presented.
- h. Karyn attended the September 17th Frankfort Chamber Meeting.
Karyn attended the Heather Glen Homeowners meeting on September 17th and gave them an update on the playground.
Karyn attended the SSPRPA executive committee meeting on September 5th and the general session meeting on September 12th.
- i. Karyn's report listed the Press articles for September and copies were included in the Board's packets.

3. FACILITY FOREMAN

- a. Preventive Maintenance – S&J Door, Inc. repaired the main entry door locks and gliding system on September 30th.
- b. Gym – Nothing to report.
- c. Classroom/Lobby and Bathrooms – Nothing to report.
- d. Roof – The roof leaked in two spots at the south and west sides of the gym. Hamstra inspected the leaks on Sept. 30th. Weakened caulk was the culprit. Hamstra is researching proper repair with different products.
- e. Bus Barn – Nothing to report.
- f. Parking Lot – Nothing to report.
- g. Upcoming projects – All exterior doors at the LWSRC will be assigned and labeled with numbers.

4. SUPPORT SERVICES

- a. Brochure – The first draft of the winter brochure is completed and staff is working on securing facilities.
- b. Website & Technology – Nothing to report.
- c. Rentals –LWSRC hosted four groups in September, Fit for Mom fitness class, two birthday parties, and Heather Glen Homeowners meeting.
- d. Freedom Of Information Act – All FOIA requests for the month of September, 2019 have been responded to.

5. SUPERINTENDENT OF RECREATION

A. Staff & Safety

- 1) Staff – Karyn Reczek resigned and Kristin Ehrman has been moved in to the position. Heather congratulated Kristin.
- 2) Safety – Tom and Tami participated in a training by PDRMA conducted with the National Safety Council to assist with the implementation of the SMART Goal Process.

B. Manager of Athletics

1) Special Olympics

- Golf Greats/Golf Skills –There are 15 athletes who will be participating in the Golf Greats program and 3 participants in the Golf Skills program. The season ended with the Prestwick clinic on September 25th. On September 7-8, the 2019 Special Olympics Outdoor Sports Fest was held at Hickory Point Golf Course in Forsyth.
- Softball – The 2019 Hawks Softball season ended with both teams participating at the Special Olympics Outdoor Sports Fest September 7-8 in Decatur. Hawks #2 team was the only team in the state that finished the tournament and took home a gold medal. The #1 team won their first game and then were rained out.
- Volleyball – The volleyball teams competed in the 2019 Special Olympics Region E Qualifier on September 21st. The Traditional Hawks took home a bronze medal and the Unified Hawks qualified for the state tournament with a gold medal. The Unified Hawks will travel to Rockford the end of October to represent LWSRA at the 2019 Special Olympics Fall Games.
- LWSRA has two athletes on the flag football team that LWSRA offers in conjunction with Orland Park. This is the 3rd year to offer this program. Two LWSRA athletes attended the Region A Tournament on September 14th along with the Orland Owls. They took second place.
- LWSRA is offering Gymnastics at Flip Star Gymnastics Gym in New Lenox. Three athletes are registered for the 2020 Special Olympics Gymnastics competition where new routines will be performed.
- Tami explained the difference between the ITRS and Special Olympics

Upcoming Special Olympics Events

ITRS Volleyball Tournament	October 6
Basketball	October 15
Northeastern sectional Bowl Tournament	October 20

Fall Games

October 26 & 27

2) Adapted

- Social – October event was cancelled due to low enrollment.
- Wheelchair Basketball – Preseason conditioning for six teams began on September 8th. Official practice starts October 17th with five new athletes this year.
- HAWKS Wheelchair Softball – the team competed against teams from all around the world in the National Championship. They took 2nd place and four of their players took home all tournament accolades.
- LWSRA attended the Illinois Spina Bifida Association’s Fall Family Classic event on September 22nd.
- Adapted Boccia began on September 11th. Games are held at LWSRC with hopes of starting a travel team.
- An Exhibition Wheelchair Basketball game was held on September 12th. The athletes competed against State Representative Anthony Deluca.
- PE Takeovers were held at Hadley Middle School on September 12-13 and Troy Middle School on September 19-20.

Upcoming Events

Adapted Social	October 16
Wheelchair Basketball Practice	October 17
Pumpkin Bowl	October 20

3) Transportation

- All vehicles are up and running. All the vehicles are going through basic maintenance. Some have had IDOT inspections done.
- On September 11, Bus #3 had transmission flushed, refilled, reset adaptive shift parameters, and the oil pan replaced. The brake pads were inspected and have more than 50% left on them.

C. Manager of Programs

1) Staff & Safety

- Staff/Training – Inclusion aides and Titans program new hires are being sought.
- After School Care – There is one new participant from New Lenox. The group is enjoying the alternative seating equipment that was donated at the sports banquet this year.
- Inclusion – In September, LWSRA served 1 in Mokena, 1 in New Lenox and 3 in Manhattan.

2) Recreation

- Teen and Adult – Participants had a wonderful time during the monthly Adult Social program in September. Eight participants enjoyed an evening dinner at the Cheesecake Factory.
- TITANS – The Aktion Club volunteered at the Knights of Columbus Tootsie Roll Drive and the Kiwanis Peanut Day in September.

3) Youth and Adult Programs

- Adult Special Events – A newly offered in-house “Roaring 20s Trot” was held in September with 25 participants. Another new activity, Game Night, had 15 participants competing in ‘minute to win it’. Also dinner, a movie, and shopping activities were enjoyed during the month.

- Youth Special Events – A group of youth enjoyed a fall outing at the County Line Orchard. A new season of Saturday programs began along with the Drama group. Performances of “A Little Bit of This and That” will be held on November 22-23. Camp Rock and Pixar titles will also be held.

Finance/Personnel None

Facilities Planning None

Attorney None

Old Business None

New Business PDRMA Insurance Rates – Staff recommends keeping the same benefits, adding Employee + Child(ren) rate to all plans and eliminating the Path Incentive for employees that do not participate in the health insurance offering. Discussion was held.

Commissioner Selep made a motion to approve the Insurance Rates as presented and Commissioner Marcquenski seconded the motion.

*Ayes: (5) Tuma, Kelly, Marcquenski, Selep, Chavez
Nays: (0)
Abstain:(0)
Absent: (2) Swanson, Hassett
Motion Carried*

Questions and Comments from the floor

Belinda Olszewski read a statement to the Board explaining her reasons for the FOIA requests she and her husband have submitted over the last few months. She praised the Titan Staff for going above and beyond and expressed concerns that they are underpaid. Her daughter, Jessica, is a participant in Titan I. The documents she has received have helped her understand the workings of LWSRA. She expressed her hope that the programs have continued success. Vice President Chavez thanked her.

Director/Commissioner Comments

Commissioner Selep noted that December 2nd is Giving Tuesday. He urged all to participate and donate to LWSRA. A discussion on how to market it is being held with Kristin. Commissioner Kelly asked if LWSRA could send the commissioners a calendar of events. He told the staff to keep up the good work. Commissioner Marcquenski said she is always amazed at all the activities that the staff handle on a daily basis. She praised the great job that they continue to do. Commissioner Chavez echoed both Jay and Audrey. She thanked the staff for all they do. Jacque Tuma told the staff they were doing a great job. She thanked Commissioner Kelly for hosting the SSSPRA meeting that 75 people attended. Keith Wallace also expressed his amazement that his staff does all that they do. He addressed the concerns of Mrs. Olszewski. He and the Board are working with the budget to comply with raising the minimum salaries of all the staff. He thanked the Board for their continued support.

Recently, Nick Lorenz, received the Ben Marcus Humanitarian Reward. He donated half of his reward to Special Olympics and the other half to LWSRA's Special Olympics program.

Adjournment

Vice President Chavez asked for a motion to adjourn the Regular Meeting.

Commissioner Kelly so moved and Commissioner Selep seconded the motion.

Upon a voice vote, all voted Aye. The meeting adjourned at 10:12 a.m.

Respectfully submitted by
Mary T. Strand, Recording Secretary