

SOUTH SUBURBAN SPECIAL RECREATION ASSOCIATION

July 27, 2019 Board of Directors Meeting

Minutes

I. Call to Order/Roll Call

Sandy Chevalier called the South Suburban Special Recreation Association's Board of Directors meeting for July 27, 2019 to order at 9:04 a.m.

Members present: Dwone Ross, Sr., Country Club Hills Park District
Stephanie Simpson, Homewood-Flossmoor Park District
Michelle Havran, Lan-Oak Park District
Lisa Hill, Matteson Recreational Division
Cindy Grannan, Oak Forest Park District
Kevin Adams, Park Forest Recreation & Parks Department
Ashley Turner, Richton Park Parks & Recreation Department
Sandy Chevalier, Tinley Park-Park District

Members absent: Joseph Bertrand, Hazel Crest Park District
Denise Will, Olympia Fields Park District

Others Present: Janet Porter, SSSRA Executive Director
Lisa Drzewiecki, SSSRA Superintendent
Regina Ross - Ellison, SSSRA Finance & Office Manager
Tony Palumbo, Palumbo Family Charitable Foundation
Mike Palumbo, Palumbo Family Charitable Foundation
Greg Palumbo, Palumbo Family Charitable Foundation

II. Approval of Agenda

Chevalier called for a Motion to approve the Agenda. Cindy Grannan made the Motion to approve the Agenda. Kevin Adams seconded the Motion and the Agenda was approved unanimously.

III. Approval of Minutes

A. May 23, 2019

Cindy Grannan made the Motion to approve the Board Meeting Minutes for May. Stephanie Simpson seconded the Motion and the Minutes were approved unanimously.

B. May 23, 2019 Executive Session

Stephanie Simpson made the Motion to approve the Executive Session Minutes for May. Kevin Adams seconded the Motion and the Minutes were approved unanimously.

IV. Correspondence

Porter circulated a thank you card from the McGannon family. Porter stated that the McGannon family have been members with SSSRA for many years and now are relocating to Park Ridge. Porter also stated that Kathy McGannon will be able to continue recreation with NEDSRA Park District. The McGannon family donated \$1,000 to the agency.

V. Public Comment

None

VI. Community Announcements

Lan-Oak: announced that Movie Night will be held on Friday, August 3, 2018.

Matteson: announced their upcoming Taste of Victory that will be held on Saturday, July 28, 2018.

Olympia Fields: announced their upcoming Festival of the Vine event, from 7-11 p.m. on July 27, 2018.

Park Forest: announced the following:

- Main Street Nights held on Wednesday evenings.
- Unity Day will be held on August 8, 2018.
- Youth Day Celebration will be held on August 18, 2018.

SSSRA: announced their condolences to Dwone Ross, Sr. for his loss. Porter mentioned that the agency will be sending flowers on behalf of the Board and staff.

Porter welcomed Greg & Mike Palumbo from the Palumbo Family Charitable Foundation. The Palumbo Family previously donated \$14,500 to SSSRA. This year, the Palumbo Family held their third fundraiser and donated \$7,500 toward the agency's scholarship fund. SSSRA thanked the Palumbo Family Charitable Foundation for their generous contribution.

VII. Unfinished Business

None

VIII. New Business

Proposals for Auditing Services

Porter provided an outline of two proposals received and reviewed the key points. Following discussion, the Board agreed to stay with Knutte & Associates, P.C.

IX. Staff Report

A. Program

1. Summer First-Timer Report

Drzewiecki reported that the association has 35 first-time participants this summer, as compared to 46 last year.

2. Special Olympics State Summer Games Summary

On June 15 -17, twenty athletes and one Unified Partner participated in bocce, powerlifting and track & field events during the weekend. Drzewiecki mentioned that all athletes had a great time and that the powerlifting program has grown from three athletes to fifteen.

3. ITRS Softball Tournament

SSSRA hosted the ITRS Softball Tournament on Sunday, July 15 at Community Park in Country Club Hills. There were 12 teams and approximately 150 athletes who attended the event. Drzewiecki mentioned that despite the heat, athletes and family members enjoyed the event. SSSRA thanks Country Club Hills for accommodating the tournament.

4. August Special Events – Enclosure

Drzewiecki reviewed a flyer of upcoming special events for August and highlighted the Parent Day/All Camp Day that will be held on Friday, August 3, 2018.

B. Administrative

1. 2017-2018 Service Statistics and Participation Report - - Attachments A-C

Porter reported that resident registrations increased by 9% during the 2017-2018 fiscal year. Increases were seen in 7 member communities. A list of communities in order of suggested outreach efforts for 2018-2019 was provided in the Board packet. Following discussion, the Board agreed that the priority for outreach for 2018-2019 should be: Lansing, Olympia Fields, Park Forest, Tinley Park, Oak Forest, Richton Park, Matteson, Homewood-Flossmoor, Hazel Crest and Country Club Hills.

Chevalier mentioned that in the summer of 2017, Tinley Park's number was 216 individuals versus 107 individuals for fall 2017. Chevalier then raised a question asking what spiked that number to go up to 216 individuals for the summer of 2017?

Porter explained that SSSRA does an end of the year school event with school district #140. Students participated in the year end school event that may not have registered for SSSRA's regular weekly programs that are offered year round.

2. 2017-2018 Summary of Inclusion Services - Enclosures

Porter reported that the association supported 104 Inclusion placements during the 2017-2018 fiscal

year. Porter also mentioned that although the number of registrations decreased slightly, increased support was needed for before and after school programs.

IX. Staff Report

B. Administrative

2. 2017-2018 Summary of Inclusion Services – Enclosure (continued)

The association incurred \$76,561 in direct Inclusion staffing costs, which is a 22% increase from the year prior. A breakdown of these expenses by community was distributed. The association is still waiting on word of the Special Kids Foundation grant, in the amount of \$25,000.

3. Golf Outing Reminder

Porter reminded the Board of the plans for the upcoming Golf Outing on August 17. The registration deadline is August 3. Porter mentioned that Tim Corrigan from Oak Forest will be the guest speaker. Mr. Corrigan is an SSSRA athlete who is celebrating 50 years of participation in Special Olympics. Vendors supporting the event on the course this year include: Granite City Food & Brewery, and Old Plank Trail Community Bank.

X. Financial Report

A. Claims List

1. Additional June, 2018

Cindy Grannan made the Motion to approve the Additional Claims List for June, 2018. Stephanie Simpson seconded the Motion. A roll call vote was taken:

Country Club Hills	absent	Matteson	Yes	Richton Park	Yes
Hazel Crest	Yes	Oak Forest	Yes	Tinley Park	Yes
Homewood-Flossmoor	Yes	Olympia Fields	Yes		
Lan-Oak	Yes	Park Forest	Yes		

The Motion was approved unanimously by those present.

2. July, 2018

Cindy Grannan made the Motion to approve the Claims List for July, 2018. Geneen Robinson-Smith seconded the Motion. A roll call vote was taken:

Country Club Hills	absent	Matteson	Yes	Richton Park	Yes
Hazel Crest	Yes	Oak Forest	Yes	Tinley Park	Yes
Homewood-Flossmoor	Yes	Olympia Fields	Yes		
Lan-Oak	Yes	Park Forest	Yes		

The Motion was approved unanimously by those present.

X. Financial Report (continued)

B. Financial Statement

1. June, 2018

Joseph Bertrand made the Motion to approve the June Financial Statement. Stephanie Simpson seconded the Motion and the Motion was approved unanimously.

C. Approval of Expenses in Accordance with Travel Reimbursement Policy

Cindy Grannan made the Motion to approve the expenses in accordance with travel reimbursement policy for Lisa Drzewiecki to attend the NRPA Director's School. Stephanie Simpson seconded the Motion and the Motion was approved unanimously.

XI. Executive Session

Stephanie Simpson made a Motion to go into Executive Session pursuant to 5 ILCS 120/2(c)(5) for the purpose of discussing the possible purchase or lease of property and pursuant to 5 ILCS 120/2(c)(11) to discuss probable or imminent litigation. Joseph Bertrand seconded the Motion and a roll call vote was taken:

Country Club Hills	absent	Matteson	Yes	Richton Park	Yes
Hazel Crest	Yes	Oak Forest	Yes	Tinley Park	Yes
Homewood-Flossmoor	Yes	Olympia Fields	Yes		
Lan-Oak	Yes	Park Forest	Yes		

The Motion was approved unanimously by those present. Executive Session began at 9:43 a.m.

Stephanie Simpson made a Motion to conclude Executive Session. Oralethea Davenport seconded the Motion and it was approved unanimously. Executive Session ended at 9:52 a.m.

Following discussion, the Board decided not to hold a Board Meeting in August. The next Board Meeting will be held on Thursday, September 20, 2018 (one week early due to the NRPA Conference).

XII. Adjournment

Stephanie Simpson made a Motion to adjourn the meeting. Joseph Bertrand seconded the Motion, and the meeting adjourned at 9:54 a.m.

***Next Meeting: September 20, 2018
(one week early due to the NRPA Conference)**