



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting

SSSRA Office

19910 80th Avenue, Tinley Park

Thursday, February 22, 2024

9:00 am

Minutes

I. Call to Order/Roll Call

Cindy Grannan called the South Suburban Special Recreation Association's Board meeting for February 22, 2024 to order at 9:03 a.m.

Members Present: Targett Johnson, Country Club Hills Park District (in at 9:05am)
Christopher Cole, Hazel Crest Park District (in at 9:13am)
Mike Gianatasio, Homewood-Flossmoor Park District
Michelle Havran, Lan-Oak Park District
Lisa Hill, Matteson Recreational Division
Cindy Grannan, Oak Forest Park District
Jesus Vargas, Olympia Fields Park District
Kevin Adams, Park Forest Recreation & Park Dept.
Meghan Fenlon, Tinley Park-Park District

Members Absent: Ashley Turner, Richton Park Parks & Recreation Department

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Heather Specht, SSSRA Superintendent
Sharon Desjardins, Lan-Oak Park District
Anthony Cervini, Sikich LLP (Via Zoom)

II. Approval of Agenda

Kevin Adams called for a Motion to approve the Agenda. Mike Gianatasio seconded the Motion. The Agenda was approved unanimously.

III. Approval of Minutes

A. January 18, 2024

Jesus Vargas made the Motion to approve the regular Board Minutes for January. Meghan Fenlon seconded the Motion, and the Minutes were approved unanimously.

IV. Correspondence

A. Letter from Ms. Joyce J. Smith from the Aileen S. Andrew Foundation

Drzewiecki reported the Association received a \$10,000 grant from the Aileen S. Andrew Foundation to reduce or eliminate program fees for the adult population.

IV. Correspondence (continued)

B. Letter from Lisa Drzewiecki, SSSRA to the Aileen S. Andrew Foundation

A thank you letter was sent to the Aileen S. Andrew Foundation for their financial contribution of \$10,000 in support of lowering and/or eliminating program fees for the adult population.

C. Letter from United Union of Roofers, Waterproofers and Allied Workers Local No. 11

The Association received a \$125.00 donation In Memory of James Fleischman (parent).

D. Letter from Heather Specht, SSSRA to Mrs. Laura Fleischman

A notification letter was sent to Mrs. Fleischman that the Association received a \$125.00 monetary gift in honor of her husband.

V. Public Comment

None

VI. Community Announcements

Homewood-Flossmoor: Mike Gianatasio announced they hired a new recreation supervisor Jennifer Torres. She will be managing the before and after school program, teen camp, etc. and will be working closely with SSSRA for Inclusion needs. The district also has a vacant athletic supervisor position available. Job posted on IPRA.

Olympia Fields: Jesus Vargas announced the park district was selected to receive an OSLAD Grant in the amount of \$270,000. The funds will be used to replace & update two tennis courts and include four pickleball courts. Native planting & picnic area also being addressed. Summer 2024.

SSSRA: Drzewiecki shared an informational packet with the Board from bHg Consulting, Inc.

Ricky's Ride Trivia Night is scheduled for Saturday, February 24.

Thank you to Meghan Fenlon and Carol Bradke from the Tinley Park-Park District for their assistance in coordinating the SSSRA Putting with Purpose – Mini Golf Outing fundraiser scheduled for August 19.

Congratulations to Tammy McMahon & the Lan-Oak Park District. Tammy is the Superintendent of Recreation.

VII. Unfinished Business

None

VIII. New Business

A. Presentation of the 2022-2023 Audit

Drzewiecki introduced Anthony Cervini, CPA, and Partner with Sikich, LLC to the Board. Mr. Cervini was the lead Auditor for SSSRA's fiscal year 2022-2023 Audit.

Mr. Cervini thanked the association for their hard work in being able to maintain an unmodified opinion for fiscal year 2022-2023. Mr. Cervini mentioned that an unmodified opinion is the highest level an auditor can provide in accordance with the accepted accounting principles.

The following reports were reviewed by Mr. Cervini.

- Management's Discussion and Analysis
- Statement of Net Position
- Statement of Revenue, Expenses and Changes in Net Position
- Schedule of Revenues, Expenses, and Changes in Position – Budget and Actual

B. Election of Officers

Lisa Hill nominated Kevin Adams as Board President. Jesus Vargas seconded the Motion. Chris Cole motioned to elect Kevin Adams as Board President. Michelle Havran seconded the Motion.

A roll call vote was taken:

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
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.

Michelle Havran nominated Mike Gianatasio as Board Vice-President. Kevin Adams second the Motion. Chris Cole motioned to elect Mike Gianatasio. Michelle Havran second the Motion.

A roll call vote was taken:

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
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.

VIII. New Business (continued)

C. Appointments

Lisa Hill made the motion to appoint Lisa Drzewiecki, SSSRA Executive Director, as the Board Secretary. Chris Cole second the Motion.

A roll call vote was taken:

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
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.

D. Change in IMRF Authorized Agent

Meghan Fenlon made the motion to Approve Resolution NO. 2024-01, appointing Lisa Drzewiecki, Executive Director as SSSRA's IMRF Authorized Agent. Mike Gianatasio seconded the Motion.

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
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.

E. Revised Organizational Chart

Drzewiecki discussed the importance of revising the titles on the current organizational chart. Young professionals are expressing the need to feel more valued. A simple title change from Recreation Specialist to Program Coordinator accomplishes this trend.

Changing the title from Finance & Office Manager to Superintendent of Finance reflects more accurately the role and for the current Superintendent position, change to Superintendent of Recreation. By doing so, these two positions will be on the same administrative level.

For the future or when the budget allows, create a Senior Program Coordinator position. This position is above the Program Coordinator role and will have more experience than the entry level position.

Kevin Adams asked if the reclassification of titles will affect compensation? Drzewiecki stated this will be discussed in Closed Session.

VIII. New Business

E. Revised Organizational Chart (continued)

Chris Cole made the motion to approve the revised Organizational Chart effective February 22, 2024. Lisa Hill seconded the Motion.

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
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.

IX. Staff Report

A. Program

1. Outreach Report – January, 2024

Specht reviewed outreach efforts related to the Associations Email Newsletter, Network for Good, and Social Media Outreach and directly referenced attendance at the following:

- Tinley Park Chamber of Commerce Ambassador Committee Meeting on January 4.
- Lansing Chamber of Commerce on January 10.
- Tinley Park Chamber of Commerce Business After Hours on January 11.
- Southwest Job Fair in Orland Park on January 11.
- Tinley Park Chamber of Commerce Awards Dinner on January 25.

2. Stingrays - Special Olympics Basketball

Specht highlighted SSSRA had three teams participate in the Region E Special Olympics Basketball Tournaments held at Oak Lawn High School and Richards High School on January 28.

Stingrays 1 finished in 2nd place, Stingrays 2 placed 1st, and Stingrays 3 finished in 3rd place.

Stingrays 2 qualified for the Special Olympics Illinois State Basketball Tournament in Bloomington on March 8 – 10th.

3. Athletic Banquet

Specht mentioned on January 18, SSSRA held the Annual Athletic Banquet at Wiley's Grill in Flossmoor. In attendance were 44 Special Olympic athletes, unified partners, coaches, and family members. Doug Boehm, Executive Director and Mike Gianatasio, Superintendent of Recreation from the Homewood-Flossmoor Park District also attended.

IX. Staff Report

A. Program (continued)

4. Welcome Recreation Specialist

Specht announced that Hannah Pacheco, Program Coordinator is the Associations newest full-time staff member. Hannah's first day with the agency will be March 4. Hannah completed her senior internship with SSSRA in May 2023. She finished her degree from the University of St. Francis in Joliet with a degree in Therapeutic Recreation. Hannah will oversee Drama Club, Inclusion, and Social Club. She is also the liaison to the Hazel Crest Park District and Olympia Fields Park District for outreach efforts.

5. Summer, 2024 Fees

Specht stated the agency continues to cover 66 – 75% of direct expenses including transportation, admissions, food, recreation supplies and clothing. Admission costs for special events are covered at 100% and 66% of all other expenses including staffing, transportation, food, recreation supplies and clothing in calculating the fee.

Specht noted 50 weekly programs and 25 special events will be offered this summer.

Specht thanked the ongoing support from the Edmond & Alice Opler Foundation, Ecolab, Inc., Walmart, Ms. Bohannon and Anthony Pitts and an Anonymous donor allowing us to offer discounted fees to our residents.

6. First Timer Report Fall 2023

Specht mentioned there were 13 first timer participants.

7. March Special Events

Specht referenced the flyer of upcoming special events for the month of March.

Mike Gianatasio thanked Heather Specht, Lisa Drzewiecki and staff on continuing to provide a high level of service to families, despite the recent turn-over that has taken place.

IX. Staff Report

B. Administrative

1. Staff Professional Involvement, Activities and Training – January, 2024

Drzewiecki informed the Board that most staff attended the IAPD/IPRA Annual conference, earning continuing education units and gained valuable information.

Drzewiecki mentioned that she met with Constellation Telecom to review options in lowering the Associations telephone, wireless and internet services. We currently have the best rates through AT&T.

2. Member Agency Inclusion Billing – 2023

Drzewiecki shared with the Board that the majority of the member agencies have their Inclusion Aides on SSSRA's payroll. Member agencies that will be seeking credit for their 2023 inclusion staffing costs, should submit the Member Agency Inclusion Staffing Costs form to Lisa Drzewiecki by April 5. The member agency contribution for each park district or recreation department will be adjusted for 2024 – 2025.

3. 2024-2025 Budget Preparation

Drzewiecki mentioned a Budget Committee meeting will be held on March 18 at 9 a.m. at the SSSRA Office. The first draft of the budget will be sent the week of March 11th.

4. Support Staff Hiring Timeline

Drzewiecki noted that the target start date for the Support Staff Manager is April 1, 2024.

5. Superintendent of Finance Timeline

Drzewiecki noted that the target start date for the Superintendent of Finance is March 18, 2024.

6. Use of Special Recreation Levy

Due to new representation on the board of Directors, Drzewiecki emphasized the importance of revisiting the purpose of the Special Recreation Levy/Handicapped Fund.

Per legal counsel, neither a park district nor a municipality may levy for special recreation purposes under §5-8 of the Park Code or §11-95-14 of the Municipal Code unless that park district or municipality is a party to a joint agreement under which recreational programs are provided for persons with disabilities. Any park district or municipality that utilizes funds levied under §5-8 of the Park Code or §11-95-14 of the Municipal Code for any purpose not in support of programming established under a joint agreement, is in violation of the law and faces exposure to legal and equitable claims including tax objections and court-ordered invalidation of the levy.

X. Financial Report

A. Claims List

1. January, 2024

Cindy Grannan made the Motion to approve the Claims List for January, 2024 as presented. Chris Cole seconded the Motion. The Motion was carried by a unanimous roll call vote by those present.

B. Financial Statement

1. January, 2024

Meghan Fenlon made the Motion to approve the January, 2024 Financial Statement. Cindy Grannan seconded the Motion, and the Motion was approved unanimously by those present.

XI. Closed Meeting - Pursuant to Section 2(c)(1) of the Open Meetings Act for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Mike Gianatasio made the Motion to go into the Closed Meeting Pursuant to Section 2(c)(1) of the Open Meetings Act for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Jesus Vargas second the Motion. The Motion was approved unanimously by those present.

Regular Meeting resumed at 10:49 a.m.

Kevin Adams asked for a Motion to approve salary increases as presented. Chris Cole made the Motion to approve salary increases as presented. Targett Johnson second the Motion.

Country Club Hills	Yes	Matteson	Yes	Richton Park	absent
Hazel Crest	Yes	Oak Forest	Yes	Tinley Park	Yes
Homewood-Flossmoor	Yes	Olympia Fields	Yes		
Lan-Oak	No	Park Forest	Yes		

Motion was approved.

XII. Adjournment

Lisa Hill made a Motion to adjourn the meeting. Meghan Fenlon seconded the Motion and the Motion was approved unanimously. The meeting was adjourned at 10:51 a.m.

Next Meeting: Thursday, March 28, 2024