

SOUTH SUBURBAN SPECIAL RECREATION ASSOCIATION

July 22, 2021 Board of Directors Meeting

(conducted via Zoom)

Minutes

I. Call to Order/Roll Call

Cindy Grannan called the South Suburban Special Recreation Association's Board meeting for July 22, 2021 to order at 9:09 a.m.

Members Present: Dwone Ross, Sr., Country Club Hills Park District
Mike Gianatasio, Homewood-Flossmoor Park District
Michelle Havran, Lan-Oak Park District (in at 9:18)
Lisa Hill, Matteson Recreational Division
Cindy Grannan, Oak Forest Park District
Kevin Adams, Park Forest Recreation & Parks Department
Meghan Fenlon, Tinley Park-Park District

Member Absent: Joseph Bertrand, Hazel Crest Park District
Jesus Vargas, Olympia Fields Park District
Ashley Turner, Richton Park Parks & Recreation Department

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Heather Specht, SSSRA Superintendent
Regina Ross – Ellison, SSSRA Finance & Office Manager

II. Approval of Agenda

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

III. Approval of Minutes

A. June 24, 2021

Lisa Hill made the Motion to approve the regular Board Minutes for June. Kevin Adams seconded the Motion and the Minutes were approved unanimously.

B. June 24, 2021 Executive Session

Lisa Hill made the Motion to approve the Executive Session Minutes for June. Kevin Adams seconded the Motion and the Minutes were approved unanimously.

IV. Correspondence

None

V. Public Comment

None

VI. Community Announcements

SSSRA: Drzewiecki announced that Ricky's Ride will be held on September 19 and raffle tickets for a weekend getaway are being sold at \$5.00 each.

VII. Unfinished Business

A. Recommendation for Paving Company

The agency recommended Matthew Paving, Inc. to complete the asphalt work at the SSSRA Administrative office. Drzewiecki informed the Board that included in the bid was the disposal and installation of new wheel stops. Grannan called for a Motion to approve Matthew Paving, Inc. to complete the asphalt work at the SSSRA Administrative office. Meghan Fenlon made the Motion to approve Matthew Paving, Inc. Lisa Hill seconded the Motion and a roll call vote was taken:

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

The Motion was approved unanimously by those present.

VIII. New Business

None

IX. Staff Report

A. Program

1. Outreach Report – June, 2021

Specht shared with the Board that SSSRA's social media highlights were posted for the month of June. In addition, SSSRA hosted two outreach events for the students from Rich Township High School. The first event was held on June 10, at Rich Township Transition Program and the second event was held at the SSSRA office. There were 29 participants who attended the events. Heather Specht, Superintendent and Anna Broccolo, Public Relations Manager presented to Gigi's Playhouse on June 10 and University of Illinois at Chicago Division of Specialized Care for Children on June 30. The presentation was about SSSRA services and the programs that the agency offers.

IX. Staff Report

A. Program (continued)

2. Update on Programs

SSSRA is currently running 14 in-person programs, such as Trail Trekkers, Swimmercise, T-Ball, Little Kickers Soccer and Sand Volleyball. In addition, SSSRA is running 9 in-person special events and 15 virtual programs.

3. Day Camp Summary

Specht shared with the Board that day camp began on June 14 and ends on August 6. There is a total of 46 registrations from 22 individuals this summer. The early childhood/youth camp (campers ages 2 – 7) was cancelled due to low enrollment. Day Camp descriptions are as follows:

- Adventurers, ages 8-13, SSSRA office, Tinley Park.
- Trailblazers, ages 14-22, SSSRA office, Tinley Park.

This year's camp theme is *Happy Camper*. Campers experienced a different theme each week, such as a holiday theme and a fishing theme. There are a total of 5 part-time staff, 1 of which are returning staff from last year. A chart was provided to the Board showing the number of campers in each session and the community.

4. August Special Events – Enclosure

Specht reviewed a flyer of upcoming special events for August and highlighted that on August 6, campers will welcome family members at the Parent Day/All Camp Day special event. In addition, Brianna Rhodes, SSSRA's Intern will be hosting a large accessible obstacle course on August 7 for teens & adults of all abilities at the SSSRA office.

B. Administrative

1. Staff Professional Involvement, Activities & Training – June, 2021

Drzewiecki reviewed staff activities, highlighting the PDRMA Safety Coordinator Summer Update Series that Laura Pubins and Rob Hentschel attended via Zoom, on June 18.

2. 2020-2021 Service Statistics and Participation Report - Attachments A-C

Drzewiecki reviewed the 2020-2021 service statistics and participation report letting the Board know that resident registrations decreased by 54% due to the pandemic. SSSRA programs, special events and outreach efforts were all cancelled due to COVID-19.

IX. Staff Report

B. Administrative

2. 2020-2021 Service Statistics and Participation Report - Attachments A-C (continued)

However, based on an evaluation of each member agency's population verses the registrations of their Community, staff recommended that member communities be given priority for outreach in the following order for 2021-2022:

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

Drzewiecki mentioned that due to COVID-19, SSSRA will continue to reach all our member districts. Drzewiecki reminded the Board that SSSRA uses the Dial My Calls feature that filters through our entire registration system. This feature allows SSSRA to reach all families in our registration system and to let them know what SSSRA offers.

3. 2020-2021 Summary of Inclusion Services – Enclosures

Drzewiecki stated that Inclusion services were greatly impacted by COVID-19. However, the agency served 13 individuals and supported 16 Inclusion placements during the 2020-2021 fiscal year. There were two charts provided to the Board. They are as follows: Comparison of Inclusion Services – Five Year Comparison and 2020-2021 Inclusion Costs.

4. SSSRA Cash Raffle Reminder – Enclosure

Drzewiecki shared with the Board that the cash raffle is a fundraiser in lieu of the Annual Golf Outing that the agency is no longer having. This year there is a 1st Place cash prize of \$2,000 and a 2nd Place cash prize of \$500. Tickets are available online through our website or at the SSSRA office.

X. Financial Report

A. Claims List

1. June, 2021

Kevin Adams made the Motion to approve the Claims List for June, 2021. Dwone Ross Sr. seconded the Motion and a roll call vote was taken:

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

The Motion was approved unanimously by those present.

B. Financial Statement

1. June, 2021

Dwone Ross Sr. made the Motion to approve the June Financial Statement. Lisa Hill seconded the Motion and the Motion was approved unanimously.

XI. Executive Session

Lisa Hill made a Motion to go into Executive Session 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. Meghan Fenlon seconded the Motion and a roll call vote was taken:

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

The Motion was approved unanimously by those present. Executive Session began at 9:42 a.m.

Lisa Hill made a Motion to conclude Executive Session at 9:44 a.m. Meghan Fenlon seconded the Motion and it was approved unanimously. Executive Session ended at 9:44 a.m.

Next Meeting: Thursday, September 16, 2021

at the SSSRA Office

*One week early due to NRPA Conference