



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting

May 26, 2022

9:00 am

Minutes

I. Call to Order/Roll Call

Cindy Grannan called the South Suburban Special Recreation Association's Board meeting for May 26, 2022 to order at 9:02 a.m.

Members Present: Dwone Ross, Sr., Country Club Hills Park District
Mike Gianatasio, Homewood-Flossmoor Park District
Michelle Havran, Lan-Oak Park District
Cindy Grannan, Oak Forest Park District
Jesus Vargas, Olympia Fields Park District
Kevin Adams, Park Forest Recreation & Parks Department
Meghan Fenlon, Tinley Park-Park District

Member Absent: Joseph Bertrand, Hazel Crest Park District
Lisa Hill, Matteson Recreational Division
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
Stephanie Stocks, SSSRA Recreation Specialist
Amy Crumpley, SSSRA Recreation Specialist

II. Approval of Agenda

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

III. Approval of Minutes

A. April 28, 2022

Meghan Fenlon made the Motion to approve the regular Board Minutes for April. Mike Gianatasio seconded the Motion and the Minutes were approved unanimously.

IV. Correspondence

A. Letter to Mr. Fennessy

SSSRA thanked Mr. Fennessy for his generous contribution of \$200. The donation will go towards the agency's scholarship program. Drzewiecki let the Board know that Mr. Fennessy volunteers at the Learn to Fish program and is a part of the Fish Tales Fishing Club.

V. Public Comment

Specht introduced Stephanie Stocks and Amy Crumpley as the agency's newest Recreation Specialists.

VI. Community Announcements

Lan-Oak: announced the following:

- Sand Volleyball courts will be completed within the next week.
- Bid Opening: to start Phase 1 of the Skate Park project.

VII. Unfinished Business

None

VIII. New Business

Recommendation for Roofing Company

Drzewiecki shared with the Board that SSSRA contacted three roofing companies to supply and install a completed roofing system on the administrative office building. The companies contacted were G & L Roofing & Gutter Contractor, Seal Tight Exteriors, Inc. & Davis Roofing. The action requested is the Board's approval of G & L Roofing & Gutter Contractor of \$40,700. Drzewiecki mentioned that the recommended roofing company is of the lowest compared to the other proposals received.

Mike Gianatasio raised a question asking is this a project in which the agency would go to Bid for based on the amount?

Drzewiecki explained that the agency went to Bid on the agency's parking lot improvement project and received one bid. A Request for Proposal (RFP) was created for the roofing and gutter project which deemed more successful in receiving responses, and time efficient. For the roofing project, the agency sent information to reputable companies in the area. One company was used by the Oak Forest Park District and the other companies were used by other local park districts.

A discussion took place whether the agency should go to Bid. After further discussion, the Board agreed on the action requested, which is the approval of G & L Roofing & Gutter Contractor with the approval of legal counsel.

Cindy Grannan called for a Motion to approve the action requested pending legal approval, opinion and advice prior to moving forward and any signatures required. If not approved by legal counsel, then the agency will go to bid.

A Motion was made by Kevin Adams and seconded by Meghan Fenlon. A roll call vote was taken:

Country Club Hills	Yes	Matteson	absent	Richton Park	absent
Hazel Crest	absent	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 – April, 2022

Specht shared with the Board the Outreach Report information for the month of April.

2. Drama Show – Spring, 2022 - Enclosure

There were 8 participants who performed in the Drama Show on May 9, at Freedom Hall in Park Forest and 44 individuals who attended the performance.

3. Special Olympics Track & Field

On April 30, Special Olympics held the Region E Track & Field Tournament at Thornwood High School in South Holland. Due to the rain, some events were cancelled and athletes qualified by a lottery draw for the State competition. Eight athletes earned Gold medals and will be competing at the State Summer Games at Illinois State University, June 17-19.

4. Special Olympics Powerlifting

On March 26 & 27, Special Olympics held the Region B, C & E Powerlifting Tournament at Marmion Academy in Aurora. Thirteen athletes will advance to the State Summer Games at Illinois State University, June 17 -19. Specht provided the Board with a chart that showed athletes, communities and results.

5. Special Olympic USA Games, 2022 - Enclosures

Specht reported to the Board that 2 athletes will be participating in the USA Games in Orlando Florida, June 4 - 11. Alysia Specht is going for Powerlifting and Todd Tomaszewski is going for Unified Golf.

6. Recreation Specialists

SSSRA welcomed Stephanie Stocks and Amy Crumpley as the agency's newest Recreation Specialists. Ms. Stocks has recently graduated from Indiana University with a Master of Science in Recreation Therapy. Ms. Crumpley has recently graduated from Illinois State University with a Bachelor of Science in Recreation with an emphasis in Recreational Therapy.

7. Summer 2022 Program Locations - Enclosure

Specht reported to the Board that all sites for summer programs have been confirmed.

Kevin Adams raised a question asking what does summer registrations and programs look like?

Specht explained that summer registrations look good overall. There is a high number of summer day camp registrations and SSSRA only had to cancel 7 or 8 programs.

IX. Staff Report

A. Program (continued)

8. June Special Events - Enclosure

Specht reviewed the flyer of upcoming Special Events for the month of June.

B. Administrative

1. Staff Professional Involvement, Activities & Training – April, 2022

Drzewiecki highlighted that Laura Pubins, Operations Manager completed the Handle with Care Instructor Certification program. Drzewiecki mentioned that if member districts need the Handle with Care training for their staff, Ms. Pubins will assist with the process.

2. Update on Full-time Staff Positions

Drzewiecki mentioned that Rob Hentschel, Support Staff Manager resigned from SSSRA effective May 13, 2022. Tammy McMahon switched roles and is now the agency's Support Staff Manager. The first interview for the Inclusion Manager's position will be held on April 25, 2022. A total of 6 candidates were selected out of 18 applicants.

3. Update on Fundraising & Contributions - Enclosure

Drzewiecki shared with the Board that Ricky's Ride will be held on Sunday, September 18, 2022. Also, on June 1, the agency will again offer the Cash Raffle to help in its fundraising efforts. There will be 300 raffle tickets available for purchase at \$20 each. Drzewiecki reviewed the grants received and let the Board know where the funds were designated.

Kevin Adams raised a question asking how many iPads the agency anticipates on purchasing or has SSSRA already purchased them?

Drzewiecki shared that 4 iPads were purchased to assist with communication.

4. 2022 - 2023 Annual Board Timeline - Enclosure

Drzewiecki reviewed the 2022 - 2023 Annual Board Timeline. There will be no Board meetings in August or December.

X. Financial Report

A. Claims List

1. April, 2022

Kevin Adams made the Motion to approve the Claims List for April, 2022. Jesus Vargas seconded the Motion and a roll call vote was taken:

Country Club Hills	Yes	Matteson	absent	Richton Park	absent
Hazel Crest	absent	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.

B. Financial Statement

1. April, 2022

Dwone Ross Sr. made the Motion to approve the April, 2022 Financial Statement. Kevin Adams seconded the Motion and the Motion was approved unanimously.

XI. Executive Session

Meghan Fenlon 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. Mike Gianatasio seconded the Motion. A roll call vote was taken:

Country Club Hills	Yes	Matteson	absent	Richton Park	absent
Hazel Crest	absent	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 9:41 a.m.

A Motion to approve a 2.5% salary increase for the Executive Director made by Kevin Adams and seconded by Meghan Fenlon. A roll call vote was taken:

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

*Please note, Lan-Oak had to leave during Executive Session.

XI. Executive Session (continued)

Meghan Fenlon made a Motion to conclude Executive Session. Mike Gianatasio seconded the Motion and it was approved unanimously. Executive Session ended at 10:12 a.m.

XII. Adjournment

Mike Gianatasio made a Motion to adjourn the meeting. Jesus Vargas seconded the Motion and The Motion was approved unanimously. The meeting adjourned at 10:13 a.m.

**Next Meeting: Thursday, June 23, 2022
at the SSSRA Office**

***Location TBD due to SSSRA Day Camp now being held in the Board Room**