



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting | SSSRA, 19910 80th Avenue, Tinley Park
Thursday, November 20, 2025 | 9:00 am

Minutes

I. Call To Order / Roll Call

Kevin Adams called South Suburban Special Recreation Association's Board of Directors meeting for November 20, 2025, to order at 9:02 a.m.

Members Present

LeRoy Barnes, Jr., Country Club Hills Park District
Christopher Cole, Hazel Crest Park District
Mike Gianatasio, Homewood-Flossmoor Park District
Lisa Hill, Matteson Recreational Division (9:06 am)
Jesus Vargas, Olympia Fields Park District
Kevin Adams, Park Forest Department of Recreation, Parks & Community Health
Ashley Turner, Richton Park Parks & Recreation Department (9:07 am)
Meghan Fenlon, Tinley Park-Park District

Members Absent

Kirstin Dahm, Oak Forest Park District

Others Present

Lisa Drzewiecki, SSSRA Executive Director
Sarah Sizemore, Superintendent of Finance
Heather Specht, Superintendent of Recreation

II. Approval of Agenda

Fenlon made the Motion to approve the Agenda. Barnes seconded the Motion. The Agenda was approved unanimously.

III. Approval of Minutes

A. October 23, 2025

Fenlon made the Motion to approve the regular Board Minutes for October. Gianatasio seconded the Motion. The Minutes were approved unanimously.

IV. Correspondence

Drzewiecki presented a thank you letter for Good Shepherd Center in Hazel Crest for supporting their fashion show this year. An SSSRA advertisement was included in their event program booklet.



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V. Public Comment

None

VI. Community Announcements

Gianatasio announced that the Homewood-Flossmoor Park District has been recognized as a distinguished agency and will be receiving an accreditation plaque at the conference in January.

Fenlon announced that Tinley Park-Park District has appointed a new facility manager, Mandy Vinson. Mandy is the current Aquatics Manager, so an open aquatics position will be available shortly.

Adams announced that Park Forest Recreation presented on Monday their plan for the Aqua Center, and the board approved it. The project is a \$10 million redevelopment.

Adams also shared that Adina McCollough, their Recreation Manager/Health Coordinator presented at the NRPA conference in Atlanta and NRPA conference in Orlando about AI. She is also presenting at IPRA in January as well as conferences in Indian and Texas. Adams offered that Adina would be available for local organizations so our region can learn the proper uses of AI and how we can use it to benefit what we do as recreation professionals.

Drzewiecki asked that any cash raffle ticket sales be turned in by December 3. The drawing is on December 5.

Hill announced that Lorie Webster has resigned from her position at Matteson.

Fenlon asked if any other agencies had any bot attacks on their registration site. Tinley Park-Park District had a small attack in October. Working on resolving the decline fees. Over the weekend, there was a large attack. Sizemore recommended software to be installed on each staff's computer to prevent those transactions from happening. Hill also had a similar concern with bank fees from declined charges. Fenlon said that VSI put out critical alerts. Sizemore is going to check with SSSRA's IT company. Fenlon said bots created 500 email addresses, names and Tinley Park addresses in a matter of minutes.

VII. Unfinished Business

None



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VIII. New Business

A. Motion to Approve Resolution 2025-06, Overnight Travel Policy for Part-Time Staff

Adams asked if this policy was reviewed by a legal team. Drzewiecki said this policy was not reviewed, but that it came from another SRA in addition to PDRMA. Based on PDRMA's review, we added this policy, using PDRMA terminology from another SRA. Gianatasio suggested a legal team should review the policy, had questions on additional things to be included, and suggested broader terminology for items such as SSSRA's time management software. Gianatasio also suggested more clarity on the meals purchased on overnight trips. Drzewiecki said that the meals are within SSSRA's budget and that part-time employees do not get per diem.

Adams asked when the next overnight trip would take place, and Specht said it would be the New Year's Eve Bash in early January. Drzewiecki said that we have good faith efforts to adopt this, so we can present the updated policy at the January 22 board meeting. Adams agreed. Cole made a Motion to accept the policy now, then revise it. Barnes seconded the Motion.

Country Club Hills Park District – Yes
Hazel Crest – Yes
Homewood-Flossmoor – No
Matteson – Yes
Oak Forest – Absent
Olympia Fields – No
Park Forest – Yes
Richton Park – Yes
Tinley Park – No

IX. Staff Report

A. Program

1. Specht highlighted the Unified Volleyball State Tournament on October 18-19. The team earned first place and gold medals. Ten athletes participated.
2. Specht also highlighted the Stingrays Special Olympics Bowling Tournament on October 26. Six bowlers earned first place and two earned second place in our division. Nine total athletes participated.



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IX. Staff Report (continued)

A. Program

3. Specht reviewed the 2026 winter spring fees. SSSRA tries to cover 66% of direct expenses, including transportation, admission, food, recreation supplies and clothing. SSSRA covers 100% of admissions and food costs for special events, and 66% of all other expenses. For the most part, fees were kept the same as 2025, but some programs increased by 5% to 15%. The included table shows how many programs were offered for winter and spring.

The brochure is being delivered and going online December 1. SSSRA has 26 special events for winter and 21 special events for spring.

Nine in-person programs and special events were sponsored by ongoing support of grants. Eighteen virtual programs are offered at a reduced cost.

4. Drama Club and Show Choir Performance

Specht announced that the performance is Monday, December 1 at 7:00 pm at Freedom Hall. This event is free, so please come out and show your support. Show Choir is performing *Dancing Through the Decades* and Drama Club are performing different skits with *SSSRA Live – Road to the Red Carpet*.

5. December and January Special Events – Enclosure

Specht reviewed the upcoming special events flyer, including the North Pole event on December 13.

6. First-Timer Report, Summer

Nine new families participated with us over the summer.

B. Administrative

1. Staff Professional Involvement, Activities and Training – October 2025

Drzewiecki discussed the Staff Professional Involvement activities, and noted that Megan Siebert, Support Staff Manager, completed the PDRMA Health Training on the essentials of HR curriculum.



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X. Financial Report

A. Claims List

1. September 2025 – Revised

Fenlon made the Motion to approve the revised Claims List for September 2025 as presented. Hill seconded the Motion. The Motion was approved.

2. October, 2025

Gianatasio made the Motion to approve the Claims List for October 2025 as presented. Barnes seconded the Motion. The Motion was approved.

B. Financial Statement

1. October 2025

Vargas made the Motion to approve the Financial Statement for September 2025 as presented. Turner seconded the Motion. The Motion was approved unanimously.

XI. Closed Meeting

Pursuant to Section 2(c)(1) of the Open Meetings Act, there is a Motion to move into a closed meeting. Gianatasio made the Motion to go into a closed meeting at 9:31 am. Turner seconded the Motion. The Motion was approved unanimously.

XII. Adjournment

Cole made the Motion to conclude the regular Board of Directors Meeting at 9:41 am. Hill seconded the Motion. The Motion was approved unanimously.

Next Meeting: Thursday, January 22, 2026