



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting

SSSRA Office

19910 80th Avenue, Tinley Park

Thursday, July 24, 2025

9:00 am

Minutes

I. Call To Order/Roll Call

Jesus Vargas called the South Suburban Special Recreation Association's Board meeting for July 24, 2025 to order at 9:01 a.m.

Members Present: Targett Johnson, Country Club Hills Park District
Oralethea Davenport, Homewood-Flossmoor Park District
Tyrone Davis, Matteson Recreational Division
Kirstin Dahm, Oak Forest Park District
Jesus Vargas, Olympia Fields Park District
Ashley Turner, Richton Park Parks & Recreation Department
Meghan Fenlon, Tinley Park-Park District

Members Absent: Christopher Cole, Hazel Crest Park District
Kevin Adams, Park Forest Department of Recreation, Parks & Community Health

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Sarah Sizemore, Superintendent of Finance
Heather Specht, Superintendent of Recreation
Anna Broccolo, Public Relations Manager

II. Approval of Agenda

Oralethea Davenport made the Motion to approve the Agenda. Meghan Fenlon seconded the Motion. The Agenda was approved unanimously.

III. Approval of Minutes

A. June 26, 2025

Meghan Fenlon made the Motion to approve the regular Board Minutes for June.
Oralethea Davenport seconded the motion. The Minutes were approved unanimously.

IV. Correspondence

None

V. Public Comment

None

VI. Community Announcements

Davenport announced that Homewood-Flossmoor Park District would be hosting a midsummer music event to be held on August 8th.

VII. Unfinished Business

None

VIII. New Business

A. Migrate Data to SharePoint & Decommission Server – Action Item

Kirstin Dahm made the Motion to approve the migration of data to SharePoint with the decommissioning of the Server. Tyrone Davis seconded the Motion. The Motion was approved by a unanimous roll call vote.

B. Marketing & Development Manager – Action Item

Targett Johnson made the Motion to approve the title change from Public Relations Manager to Marketing & Development Manager. Ashley Turner seconded the Motion. The motion was approved by a unanimous roll call vote.

IX. Staff Report

A. Program

1. Quarterly Outreach Report

Specht reviewed the Quarterly Outreach Report, which covers the months of April, May, and June. Outreach efforts were conducted in each member community.

2. Special Olympics Summer Games

Specht reviewed the Special Olympics Summer Games, which were held the weekend of June 20-22 at Illinois State University in Bloomington, IL. There were 22 athletes who competed in track and field, bocce, and powerlifting. Due to the heat advisory that weekend, events held Saturday afternoon and evening, including the dance, were cancelled.

A. Program (continued)

3. Day Camp Summary

Specht provided the names of Day Camp, ages, and locations. A total of ninety-eight registrations were received. SSSRA offered an extended camp for when the traditional camp ends and before school starts. The camp theme is Superhero Academy. Camp activities include outdoor games, crafts, swimming, and social activities.

4. August Special Events – Enclosures

Specht reviewed the August Special Events, highlighting the Parent Day on August 1 and Putting with Purpose held on August 18.

B. Administrative

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

Drzewiecki discussed the involvement of full-time staff completing cybersecurity micro trainings offered by Ntiva, the Association's new IT Company.

2. 2024-2025 Service Statistics and Participation Report – Enclosure

Drzewiecki reviewed the 2024-2025 statistics report. The number of individuals increased by 8% overall. However, registrations decreased by 6% because staff did not include the number of guests attending events such as the Drama Club Performance (twice annually) or large community events. Drzewiecki stated, staff will continue to focus on agency-hosted events for statistical purposes.

Drzewiecki discussed that staff have been assigned two member communities.

3. 2024-2025 Summary of Inclusion Services – Enclosure

Drzewiecki explained that SSSRA's Inclusion Services provided 74 Inclusion placements compared to 50 Inclusion placements the year prior. The Association incurred \$94,575 in Inclusion staffing costs, which is a 90% increase from the previous fiscal year. Member Contributions for 2025-2026 will be decreased for Oak Forest Park District and Tinley Park-Park District dues to Inclusion Aides being on their payroll.

4. Fundraising – Enclosure

Drzewiecki discussed the two upcoming fundraising events, Putting with Purpose on August 18, and the 19th Annual Ricky's Ride (hosted by friends of SSSRA) scheduled on September 21.

X. Financial Report

A. Claims List

1. June, 2025

Kirstin Dahm made the motion to approve the Claims List for June 2025 as presented. Meghan Fenlon seconded the motion. The motion was approved unanimously.

B. Financial Statement

1. June, 2025

Kirstin Dahm made the motion to approve the June 2025 Financial Statement. Meghan Fenlon seconded the motion. The motion was approved unanimously.

XI. Adjournment

Oralethea Davenport made the Motion to conclude the regular Board of Directors Meeting at 9:31am. Meghan Fenlon seconded the motion. The motion was approved unanimously.

Next Meeting: Thursday, September 25, 2025