



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting

SSSRA Office

19910 80th Avenue, Tinley Park

Thursday, June 26, 2025

9:00 am

Minutes

I. Call To Order/Roll Call

Kevin Adams called the South Suburban Special Recreation Association's Board meeting for June 26, 2025 to order at 9:01 a.m.

Members Present: Targett Johnson, Country Club Hills Park District (9:18am)
Christopher Cole, Hazel Crest Park District
Mike Gianatasio, Homewood-Flossmoor Park District
Lisa Hill, Matteson Recreational Division
Kirstin Dahm, Oak Forest Park District
Kevin Adams, Park Forest Department of Recreation, Parks & Community Health
Ashley Turner, Richton Park Parks & Recreation Department
Meghan Fenlon, Tinley Park-Park District

Members Absent: Jesus Vargas, Olympia Fields Park District

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Sarah Sizemore, Superintendent of Finance
Heather Specht, Superintendent of Recreation
Kristina Welke, Program Coordinator

II. Approval of Agenda

Lisa Hill made the Motion to approve the Agenda. Kirstin Dahm seconded the Motion. The Agenda was approved unanimously.

III. Approval of Minutes

A. May 22, 2025

Mike Gianatasio made the Motion to approve the regular Board Minutes for May. Kirstin Dahm seconded the motion. The Minutes were approved unanimously.

B. May 22, 2025 Closed Meeting

Mike Gianatasio made the motion to approve the Closed Meeting Minutes for May. Lisa Hill seconded the motion. The Closed Meeting Minutes were approved unanimously.

IV. Correspondence

- A. A thank you letter was sent to the Rotary Club of Tinley Park and Frankfort from Heather Specht for their contribution of \$750 towards the Associations scholarship fund. Specht represents the Agency at Rotary Club Meetings.
- B. A thank you letter was received from Richton Square School for the Associations involvement at the annual family picnic. Staff provided activities for students receiving special services.

V. Public Comment

None

VI. Community Announcements

Gianatasio announced that the Master Plan for Homewood-Flossmoor Park District is complete, and the Board should be adopting the plan over the next few months. Also, thanked SSSRA for the use of the Association's bus.

Hill announced that the Matteson Recreational Division hosted a 5K on Saturday, June 21. Hill also stated that Matteson Recreational Division was approved for the replacement of the track and will now have a 400-meter track.

Drzewiecki announced that the annual softball game between the Stingray team and the Tinley Park Bulldog girls' softball team is scheduled for Tuesday, July 22 at Memorial Park. Invitations were provided to the Board.

Adams announced the new hire of Celestra Warren, the new Recreation Supervisor for Park Forest Department of Recreation, Parks & Community Health. Warren had previously served as the summer camp director and has good experience. Adams additionally discussed that the Master Plan was recently approved by the Board of Directors at the last meeting.

Fenlon announced that Tinley Park-Park District was approved for their Master Plan.

Turner announced on June 18, the Village of Richton Park held an exclusive Ribbon Cutting to unveil the outdoor Fitness Court at Pierce Park.

Dahm announced that Oak Forest Park District finished creating its Comprehensive Master Plan for the Park District and the Don Gorman Fieldhouse. The Plan will be presented at the next board meeting.

Cole announced the start of Music in the Park being held at Hazel Crest Park District. This event will be on Wednesdays for the next 6 weeks.

VII. Unfinished Business

None

VIII. New Business

A. 2025-2026 Election of Officers – Action Item

Megan Fenlon made the Motion to approve keeping the current Officers the same. Ashley Turner second the Motion. The Motion was approved unanimously.

B. 2025-2026 Appointments – Action Item

Kirstin Dahm made the Motion to appoint Robbins Schwartz as the Associations attorney for corporate matters. Mike Gianatasio seconded the Motion. The motion was approved unanimously.

Lisa Hill made the Motion to appoint Sarah Sizemore as the Board Secretary. Christopher Cole second the Motion. The Motion was approved unanimously.

C. 2025-2026 Committees – Action Item

Lisa Hill made the Motion to approve of keeping all members in their current positions on the Committees. Kristin Dahm seconded the Motion. The Motion was approved unanimously.

D. Sealcoat Project – Action Item

Drzewiecki presented three proposals that were received to sealcoat the parking lot of the Associations administrative building. Drzewiecki recommended Black Magic Seal Coating with a cost of \$2,621, which came in less than other proposals. Project scheduled for completion in early Fall.

Lisa Hill made the motion to approve the resealing project for the parking lot of the administrative building. Meghan Fenlan seconded the motion. The motion was approved unanimously.

E. Policy on Paid Vacation for Long-Term Employees – Action Item

Drzewiecki presented the Policy on Paid Vacation for Long-Term Employees. It was determined that employees with over ten years of service may elect to receive a maximum of five days of paid vacation in lieu of carrying over five unused vacation days. The policy is contingent on the approval of the fiscal year budget.

Christopher Cole made the motion to approve the Policy on Paid Vacation for Long-Term Employees. Mike Gianatasio seconded the motion. The motion was approved unanimously.

IX. Staff Report

A. Program

1. Inclusion – Spring Report

Specht reported that there was a total of 9 individuals who were supported through the Inclusion process in programs such as preschool, swimming, lessons, karate, lacrosse, and basketball. There were 405 direct service hours provided by part-time staff.

2. Family Banquet – Spring 2025

The Family Banquet was held on May 15 at Gaelic Park in Oak Forest. With 240 registered guests, including family members, full-time staff, board of directors, commissioners, trustees, and other special guests. Due to the generosity of Old Plank Trail Community Bank, all attendees received a Bento Box gift. Multiple awards were presented for Volunteer of the Year, Rising Star of the Year and Part-time Staff of the Year. Drzewiecki noted several families expressed thanks for the presence of the board members, mayors, trustees, and commissioners, feeling it indicated the collaboration of the Association and the members.

3. Welcome Program Coordinator

Kristina Welke was welcomed as the new full-time Program Coordinator. She has prior experience working with the organization, including working at the School of Expressive Arts and as a Physical Education Teacher. Welke will oversee Drama Club, Social Clubs and assist with Inclusion.

4. Spring Arts Recital – Enclosure

Specht reviewed the enclosure, which highlights the Spring Arts Recital that took place on May 5 at Freedom Hall in Park Forest.

5. July Special Events – Enclosure

Specht reviewed the enclosure, which highlights the July Special Events.

B. Administrative

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

Drzewiecki discussed the PDRMA Claims Reporting Webinar to ensure the Association's ongoing compliance. The webinar was attended by Heather Specht, Laura Pubins, and Megan Siebert.

2. 2025-2026 Board Representatives – Enclosure

Drzewiecki discussed the enclosed form that was distributed for members to formally appoint two representatives to the board for the 2025-2026 fiscal year. The association's bylaws were also enclosed for records.

X. Financial Report

A. Claims List

1. May, 2025

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

B. Financial Statement

1. May, 2025

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

XI. Adjournment

Christopher Cole made the Motion to conclude the regular Board of Directors Meeting at 9:30am. Kirstin Dahm seconded the motion. The motion was approved unanimously.

Next Meeting: Thursday, July 24, 2025