



SSSRA

South Suburban Special
Recreation Association

Board of Directors Meeting

SSSRA Office

19910 80th Avenue, Tinley Park

Thursday, October 23, 2025

9:00 am

Minutes

I. Call To Order/Roll Call

Kevin Adams called the South Suburban Special Recreation Association's Board meeting for October 23, 2025, to order at 9:00 a.m.

Members' Present: LeRoy Barnes, Jr., Country Club Hills Park District (9:16 a.m.)
Mike Gianatasio, Homewood-Flossmoor Park District
Lisa Hill, Matteson Recreational Division (9:02 a.m.)
Kirstin Dahm, Oak Forest Park District
Jesus Vargas, Olympia Fields Park District
Kevin Adams, Park Forest Department of Recreation, Parks & Community Health
Ashley Turner, Richton Park Parks & Recreation Department (9:05 a.m.)
Meghan Fenlon, Tinley Park-Park District

Members Absent: Christopher Cole, Hazel Crest Park District

Others Present: Lisa Drzewiecki, SSSRA Executive Director
Sarah Sizemore, Superintendent of Finance
Heather Specht, Superintendent of Recreation
Laura Pubins, Operations Manager
Jonathan Washington, Program Coordinator

II. Approval of Agenda

Mike Gianatasio made the Motion to approve the Agenda. Jesus Vargas seconded the Motion. The Agenda was approved unanimously.

III. Approval of Minutes

A. September 25, 2025

Meghan Fenlon made the Motion to approve the regular Board Minutes for September. Kirstin Dahm seconded the Motion. The Minutes were approved unanimously.

IV. Correspondence

None

V. Public Comment

None

VI. Community Announcements

Fenlon announced that the Tinley Park-Park District has awarded phase two of the mental health property to the next developer to complete the abatement and demolition of the buildings. This will start in the next week or two. The property consists of 280 acres.

Hill announced that the Matteson Recreational Division is hosting a Halloween Bash this Friday, October 24th from 6pm – 8:30pm. This will include face painting, jumpy houses, and treats. The following day, there will be a haunted house at the Oakwood Center. Matteson Recreation Division is partnering with the Library and Maxine's Initiative to lower the cost of tickets to \$7.00 for entry. Flash passes may be purchased for the weekend at \$15.00 for unlimited access.

Hill announced that Lorie Webster accepted the role of Director of Recreational Services and Community Engagement. Webster is currently preparing for the Christmas tree lighting for Christmas in the Southland and gearing up for all the events to come, including the concert that is held annually.

Vargas announced that Olympia Fields Park District will host their Halloween event this Saturday from 11am - 2pm. This will include hayrides, a haunted house, food, and fun for the kids.

Adams announced that Park Forest Recreation will be hosting their Safe Halloween event this Saturday from 11am - 1pm at the downtown recreation parks. There will be a trunk-or-treat event along with food truck vendors. Thirty businesses will be open to participate in the events of the day.

Turner announced that Richton Park Parks & Recreation had hosted their Halloween event the previous Saturday, which was held indoors due to the weather. SSSRA came as a vendor, and the event was a huge success with over 250 kids who showed up for the event. There is also a family carnival being held on November 1, which will be held indoors. There will also be an annual holiday tree lighting event to be held.

VII. Unfinished Business

None

VIII. New Business

None

IX. Staff Report

A. Program

1. Outreach Quarterly Report – July, August, September, 2025

Specht reviewed the Outreach events that staff attended. Specht explained that staff will be busy in the month of October, representing SSSRA at member agency fall special events and activities.

2. Outreach Letter - Enclosure

Specht discussed the Outreach Letter enclosure that was sent to school districts in SSSRA's area of service. The packet of information included the Welcome letter, seasonal brochure, and special event flyers related to "A Visit to the North Pole" event, which is scheduled to be held in December. There has been positive feedback from school administrators. Follow-up calls will be completed in the next two weeks.

Adams and Turner requested that it would be in the best interest of SSSRA to include the Park District and the Directors in emails, letters, and activities for better visibility and support.

3. Day Camp Financial Review

Washington reviewed the summer day camp program and the financial aspects of a successful year. Summer camp started June 23 and concluded August 1. There were three sessions, divided into two-week sessions. There was an after-camp offered for one week, which consisted of two separate sessions divided by age.

Washington discussed that the fees charged covered 70% of the agency's cost and recommended keeping the fee at \$371 in 2026. Washington also recommended keeping the fee of \$186 for after camp.

Fenlon asked for the dates of next year's day camp so that space may be reserved without interruption for the campers and staff.

4. Day Camp Transportation Summary

Pubins highlighted that there were transportation routes for each session to Oak Forest and Matteson. On average, there were four campers for the three two-week sessions, and three campers for the after camp. The fee covered 79% of transportation for weekly sessions and 67% of after-camp.

Pubins discussed that there will be four riders per session when possible and continue to use the Vehicle Maintenance Coordinator and Operations Manager to provide door-to-door transportation. The fuel agreement between SSSRA and the Tinley Park-Park District helped in reducing fuel expenses and will continue to be purchased through the Agreement.

IX. Staff Report (cont.)

5. Stingrays Unified Volleyball

Specht discussed that the Stingrays Unified Volleyball teams participated in the Special Olympics Region E tournament, with the Blue team placing first and the White team placing third. The Blue team competed in the Fall Games in Rockford on the weekend of October 18. This will be discussed in the November board packet.

6. Stingrays Special Olympics State Softball Tournament

Specht reviewed that Stingrays Blue traveled to Springfield to compete in the Illinois Special Olympics Softball Tournament on September 5-7. They played two games and finished in second place in their division.

7. Day Camp Satisfaction Survey Results – Enclosure

Specht highlighted the new satisfaction Day Camp survey that was implemented this summer. The survey was sent to families at the end of the camp season. Specht reviewed the results of the report, which showed that families would like to see more swimming days and field trips in 2026. Overall satisfaction included the times of the program, transportation offered, and friendliness of staff.

8. Inclusion Satisfaction Survey Results – Enclosure

Specht reviewed the satisfaction survey that was sent to families regarding Inclusion. There was minimal feedback in this area; however, feedback indicated families were happy with the staff and the accommodation for the child.

9. Summer Program Satisfaction Survey Results - Enclosure

Specht reviewed the attached satisfactory results from the Summer Programs. Families are generally satisfied with the programs the agency provides, as indicated in the enclosed survey.

10. November Special Events – Enclosure

Specht reviewed the upcoming November special events flyer.

11. Family Resource Night

Specht discussed the upcoming Family Resource Night that will be held on Monday, November 3, at the office of SSSRA. There will be two speakers presenting, and the event is free to attend. A virtual option is available for guests.

IX. Staff Report (cont.)

B. Administrative

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

Drzewiecki discussed the Staff Professional Involvement activities, and four of the staff members attended the Therapeutic Recreation Leadership Summit. Broccolo, the Marketing and Development Manager, attended the Knowbility Webinar on website accessibility. Broccolo continues to work on the agency's new website with an expected completion date of December 31.

2. Fundraising Update

Drzewiecki reviewed that the 19th Annual Ricky's Ride, which was held on September 21, was a successful event; all riders arrived safely with no incidents. As of today, the agency has raised \$10,175 for the Association's scholarship program. Ricky's Ride Trivia Night is yet to be determined at this point.

The Association is again offering the Lucky Winner Cash Raffle. Seven hundred raffle tickets will be sold and cost \$10 each for a chance to win \$1,000. The drawing will be held on December 5th.

3. 2024-2025 Audit Update

Drzewiecki discussed that the 2024-2025 fiscal year audit is currently underway. Sikich was in office for two days, and they are working with Sizemore to complete the audit. Sizemore has been working diligently to provide all the open items that are needed. Update to follow later this year.

X. Financial Report

A. Claims List

1. September, 2025

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

B. Financial Statement

1. September, 2025

Kirstin Dahm made the Motion to approve the Financial Statement for September 2025 as presented. Mike Gianatasio seconded the Motion. The Motion was approved unanimously.

XI. Adjournment

Lisa Hill made the Motion to conclude the regular Board of Directors Meeting at 9:30am. Ashley Turner seconded the Motion. The Motion was approved unanimously.

Next Meeting: Thursday, November 20, 2025
(one week earlier due to Thanksgiving holiday)