

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION  
MINUTES OF THE REGULAR MEETING – April 12, 2011**

Gary Major called the meeting to order at 2:01 at the Western DuPage Special Recreation Association office located at 116 N. Schmale Road Carol Stream, Illinois.

**Attendance**

Roll Call:	Bloomington Park District	Carrie Hauptert
	Carol Stream Park District	
	Glen Ellyn Park District	Kathleen Esposito
	Naperville Park District	Ray McGury (2:18 phoned in after approval of board remote attendance policy)
	Roselle Park District	Rob Ward
	Warrenville Park District	Diane Dillow (2:07)
	West Chicago Park District	Gary Major
	Wheaton Park District	Mike Benard
	Winfield Park District	Mark Pawlowski (2:04)
	WDSRA Executive Director	Jane Hodgkinson
	WDSRA Super. of Fin. & Pers.	Sharon Gedvilas
	WDSRA Super. of Dev.	Lea Jackman
	WDSRA Super. of Rec.	Nancy Miner

A quorum was established.

**INTRODUCTION OF GUESTS**

Hodgkinson introduced Peggy Wilson, DuPage Boomers Manager. Ward introduced Dee Kaiser, Recreation Supervisor at the Roselle Park District.

**PUBLIC PARTICIPATION**

None

**CONSENT AGENDA**

1. Minutes of Meeting – February 8, 2011 – REGULAR SESSION
2. Treasurer’s Report – January and February 2011
3. Disbursement Report – January and February 2011
4. Tax Payment Report - As of March 21, 2011

Motion to approve Consent Agenda made by Mike Benard and seconded by Carrie Hauptert. All in favor; none opposed; motion passed.

## DIRECTOR'S REPORT

Hodgkinson highlighted her Director's report which led to the following discussions:

- Hodgkinson indicated that after a meeting with the DuPage Boomers council, it appears there are still some issues regarding leagues, collection of fees, etc to be worked out before the program can run smoothly. Specifically was whether Boomer staff would program the leagues or whether the member districts would program the leagues. After discussions with the council and Arnie Biondo, the decision was that the districts would program leagues and that it was optional if the district wanted to offer a league or not. Hodgkinson asked Peggy Wilson, DuPage Boomers Manager, to attend the meeting today to help answer specific questions.
- Hodgkinson touched briefly on the Sensory Park and Garden project. Wheaton Park District, the Wheaton Kiwanis, DuPage County Forest Preserve, and WDSRA have been meeting since last fall to discuss the creation of a Sensory Garden and Playground in the DuPage County Forest Preserve land, leased by the Wheaton PD. This property is south of the Danada Forest Preserve area, on the east side of Naperville-Wheaton Road. She let the Board know they would be receiving an invitation to a meeting on May 19<sup>th</sup> to learn more about it.
- Hodgkinson congratulated Gedvilas for receiving the Certificate of Achievement for Excellence in Financial Reporting.

## OLD BUSINESS

### A. Board Policy Manual

Motion to approve Board Policy Manual made by Mike Benard and seconded by Gary Major.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn Naperville	Kathleen Esposito
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

B. Final Budget for Fiscal Year Ending April 30, 2012

Motion to approve Final Operating Budget for Fiscal Year Ending April 30, 2012 made by Mike Benard and seconded by Diane Dillow.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

C. Final Long Range Capital Financial Plan for Year Ending April 30, 2012

Motion to approve Final Long Range Capital Financial Plan for Year Ending April 30, 2012 made by Mike Benard and seconded by Carrie Hauptert.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

D. Final 2011-2012 Agency Goals

Motion to approve Final 2011-2012 Agency Goals made by Mike Benard and seconded by Mark Pawlowski.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

## NEW BUSINESS

### A. Bloomingdale Park District Special Recreation Budget

Motion to approve Bloomingdale Park District Special Recreation Budget made by Mark Pawlowski and seconded by Diane Dillow. All in favor; none opposed; motion passed.

### B. Capital Purchase for Air Conditioning Bid

Motion to award Air Conditioning Bid to Allpoints, Inc. for \$50,865 made by Carrie Hauptert and seconded by Diane Dillow.

Roll Call:

Yes	Bloomingdale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

### C. Compensation Survey – Discussion Only

- Benard suggested the agency not spend money to hire an independent contractor to handle the survey.
- Benard recommended that the board postpone further discussions until after the new Executive Director has had a chance to start.

### D. Disposal of Surplus Property Ordinance No. 11-01

Motion to approve Disposal of Surplus Property Ordinance No. 11-01 made by Mike Benard and seconded by Mark Pawlowski.

Roll Call:

Yes	Bloomingdale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

### E. Environmental Report Card – Board reviewed the IPRA environmental report card of WDSRA.

### F. Expansion of Personnel Committee – After discussion it was agreed that the Personnel Committee would remain at two members so no action required.

## G. Long Range Plan Goals

Motion to approve Long Range Plan Goals as presented made by Carrie Hauptert and seconded by Diane Dillow.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

## H. Personnel Policy Manual – Disciplinary Action Disclaimer Addition

Motion made to approve Personnel Policy Manual – Disciplinary Action Disclaimer Addition made by Mike Benard and seconded by Mark Pawlowski.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

## I. Roselle Special Recreation Accessibility Request

Motion made to approve Roselle Special Recreation Accessibility Request made by Mark Pawlowski and seconded by Diane Dillow. All in favor; none opposed; motion passed.

J. Vacation Accrual Policy – Board reviewed current policy and suggested research be done regarding vacation day maximums and make it a future agenda item.

## K. Hiring new Executive Director

Motion to approve the Hiring of a new Executive Director, Sandy Gbur made by Carrie Hauptert and seconded by Diane Dillow.

Roll Call:

Yes	Bloomingtondale Carol Stream	Carrie Hauptert
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

## PROGRAM REPORT

Miner highlighted the Program report which led to the following discussions:

- The inclusion team prepared front office/customer service trainings for the member districts. The goal of the workshop is to better prepare the front line staff to assist patrons who have special needs. Esposito and Hauptert thanked Miner for this wonderful and informative training.
- WDSRA will be partnering with the Glen Ellyn Park District in August to offer a three week summer camp for "At Risk" residents of Willow Lakes Apartments in Glen Ellyn.
- WDSRA hosted its annual swim meet at West Chicago High School on February 5<sup>th</sup> in which over 170 swimmers attended from area SRA's.
- The athletic team coordinated the 2011 C Division ITRS Basketball Tournament on February 12<sup>th</sup> at Ackerman Sports Center where 147 athletes competed.
- The Windy City Warriors took 2<sup>nd</sup> place in the Midwest Conference Championship and took 1<sup>st</sup> place in the IHSA State Championship.

## DEVELOPMENT REPORT

Jackman highlighted her Development report which led to the following discussions:

- Jackman touched on the Jane Hodgkinson Scholarship fund. We are in the process of meeting with identified contributors and are striving for 100% participation from the Foundation Board. Jackman welcomed participation from the Association Board as well.
- The Foundation Board will be approving chairpersons for the Finance Committee, Nominating Committee and Development Committee in this evenings meeting.
- Jackman highlighted WDSRA's new website and also the increased number of press related to grant receipt from the Jaycees and the Exchange Club of Naperville.

## MEMBER DISTRICT SPECIAL EVENTS

Each member district highlighted their upcoming events.

## CORRESPONDENCE

None

## ANNOUNCEMENTS

None

## ANNUAL MEETING ITEMS

Motion made to approve Annual Meeting Items made by Kathleen Esposito and seconded by Mike Benard.

Discussion:

- Change the 457 Authorized Representatives to Sharon Gedvilas and Mark Pawlowski
- Change Chairman of the Personnel Committee to "As Current WDSRA Board Chairman assigns"

Motion failed.

Motion made to approve Amended Annual Meeting Items made by Mike Benard and seconded by Kathleen Esposito. This amendment would change the employee 457 representatives to Sharon Gedvilas and Mark Pawlowski (from Jane and Mark) and allow the chairman of the Board to appoint the personnel chair each year.

Roll Call:

Yes	Bloomingtondale	Carrie Hauptert
	Carol Stream	
Yes	Glen Ellyn	Kathleen Esposito
Yes	Naperville	Ray McGury
Yes	Roselle	Rob Ward
Yes	Warrenville	Diane Dillow
Yes	West Chicago	Gary Major
Yes	Wheaton	Mike Benard
Yes	Winfield	Mark Pawlowski

Motion passed.

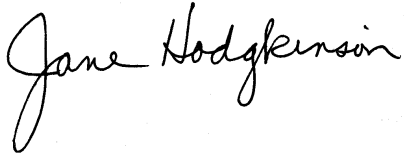
## CLOSED SESSION

None

## ADJOURNMENT

Motion to adjourn at 3:10 made by Mike Benard and seconded by Carrie Hauptert. All in favor; none opposed; motion passed.

Respectfully submitted,

A handwritten signature in black ink that reads "Jane Hodgkinson". The signature is written in a cursive style with a large initial "J" and "H".

Jane Hodgkinson, Board Secretary